



## REQUEST FOR PROPOSALS

The Housing Authority of the City of Lakeland (also known as the Lakeland Housing Authority or LHA) acting for itself and for its affiliate, the Lakeland-Polk Housing Corporation (also known as LPHC), is requesting proposals from licensed and qualified contractors for ***Remote Video Surveillance Systems for Dakota Park Apartments, WestLake Apartments, The Manor at Washington Ridge, and the LHA Administration Building.*** The awarded contract(s) will contain a monthly maintenance provision for a base period of one (1) year with an option to extend for up to two (2) additional one-year periods.

LHA reserves the right to award one or more contracts resulting from this Request for Proposals. Responses must be submitted by **2:00 p.m., Eastern Time, on January 08, 2014.** The appropriate forms may be obtained by emailing a request to ***Procurement@LakelandHousing.org.***

Minority and Woman Business Enterprises (MBE/WBE) and Section 3 firms are strongly encouraged to respond to this and all LHA solicitations.

**LAKELAND HOUSING AUTHORITY**  
**REQUEST FOR PROPOSALS FOR**  
**REMOTE VIDEO SURVEILLANCE SYSTEMS FOR**  
***DAKOTA PARK APARTMENTS, WESTLAKE APARTMENTS, THE MANOR AT***  
***WASHINGTON RIDGE, AND THE LHA ADMINISTRATION BUILDING***

**1. ADMINISTRATIVE BACKGROUND**

The Lakeland Housing Authority (LHA) is a public body corporate and politic established in 1939 under the U.S. Housing Act of 1937 and Chapter 421, Florida Statutes. LHA and its affiliates provide low-income housing assistance mainly to the residents of Lakeland, Florida. A seven member Board of Commissioners appointed by the Mayor of City of Lakeland governs it. LHA or/and its affiliates currently own(s) and, with the assistance of *West Lake Management, LLC*, manages: federally assisted housing units (public housing); tax credit properties; public housing/tax credit properties (mixed finance); and Section 8 Project based/tax credit properties, all of which are located in Polk County--most in the City of Lakeland. A majority of LHA's revenue is received through the U.S. Department of Housing and Urban Development (HUD) and agencies of or affiliated with the State of Florida including the Florida Department of Education.

The mission of the Lakeland Housing Authority is to provide quality, affordable housing and self-sufficiency opportunities in an effective and professional manner.

**2. SCOPE OF SERVICES**

**A. General**

The Housing Authority of the City of Lakeland, Florida with its affiliate, the Lakeland-Polk Housing Corporation, is requesting proposals from qualified contractors (*Contractors*) to design, provide, install, and maintain remote video surveillance systems at LHA's *Administration Building* and at two communities: *Dakota Park Apartments* and *Westlake Apartments*. LHA/LPHC also desires to add portable remote cameras at *The Manor at Washington Ridge*—an elderly independent-living apartment building--which currently has an existing video surveillance system.

At this time, LHA/LPHC has video surveillance systems installed at five (5) communities. Each system is viewed remotely from a monitoring station located within the LHA Administration Building located at 430 Hartsell Avenue, Lakeland, Florida 33815. LHA desires to integrate the systems resulting from this solicitation with LHA existing video surveillance program. All equipment provided by the selected Contractor(s) must be compatible with existing software currently used at LHA's monitoring station. A list of remote video surveillance equipment presently installed at the five communities and at LHA's monitoring station is attached as Exhibit A.

LHA desires that all work commence as soon as possible upon execution of a contract. The proposing Contractor must include an anticipated timeline with its response.

For each calendar day that the project remains incomplete beyond the negotiated completion date specified in the contract or modification thereto, LHA reserves the right to assess a liquidated damages fee of \$75.00 per day.

LHA also reserves the right to request staffing changes by the selected Contractor(s) if services are not being provided to LHA's satisfaction.

The respondent to this solicitation is responsible for making accurate measurements and accurately determining the quantity of materials, labor, and equipment needed to satisfactorily provide the services requested in this Request for Proposals (RFP). Such inspections may be made during normal, non-holiday, business hours, Monday through Friday. If assistance is required to access any community, *The Manor at Washington Ridge*, or the LHA Administration Building, the potential Contractor should contact, **Mr. Carlos Pizarro, LHA's Director of Housing**, at 863.687.2911 x252 for assistance.

### 3. SPECIFIC REQUIREMENTS:

- **Dakota Park Apartments (Dakota Park):** This community is located at 1411 Kettles Avenue, Lakeland, Florida. Dakota Park is situated on 3.045 acres of land. It consists of: six (6) residential buildings comprised of 40 apartments, an office space, and a community room. Four (4) of the buildings are two-story in height. The remaining two (2) buildings are one-story. On July 18, 2013, representatives from the Lakeland Police Department (LPD) prepared a *Crime Prevention Through Environmental Design* (CPTED) survey for Dakota Park. As part of the CPTED, LPD noted the presence of gang activity. Since gang activity appears to be coming from outside of the community, the CPTED recommended that LHA install closed circuit television (CCTV) cameras at the property. Other suggestions from LPD for combating criminal and other undesirable activity included: additional lighting, landscaping modifications, a change in the paint colors, and maintenance recommendations. A copy of the CPTED is included as Exhibit B. To date, LHA has addressed the paint colors, landscaping, and maintenance recommendations.

The selected Contractor will be required to assess the layout of the community and design a surveillance system that will maximize effective CCTV coverage at the property for the most economical cost. Previous assessments of the property reveal that Dakota Park has five (5) "hotspots" that require immediate attention. A site plan detailing the location of each "hotspot" is included as Exhibit C.

- **Westlake Apartments (WestLake):** This community is located at 501 Hartsell Avenue, Lakeland, Florida. WestLake is situated on approximately 17 acres of land. It consists of 46, one-story buildings comprised of 120 apartments. LPD did not develop a CPTED survey for this site. Instead LPD suggested that LHA focus its funding mostly on the installation of CCTV cameras along the side streets which have been the main location of the “hotspots.” Previous assessments of WestLake identified 12 “hotspots” that require immediate attention. LHA has already installed three (3) cameras at one (1) of the “hotspots”--the YouthBuild/Community Building. A site plan specifying the location of each “hotspot” is attached as Exhibit D. As certain “hotspots” for WestLake constantly change, past assessments for the property included recommendations to install portable surveillance equipment. As with Dakota Park, the selected Contractor will be responsible for designing a surveillance system that effectively maximizes CCTV coverage at WestLake for the most economical cost.
  
- **The Manor at Washington Ridge:** This is a senior living facility located at 150 W. 14<sup>th</sup> Street, Lakeland, Florida. It is a three story building comprised of 78 one-bedroom units. There are seven (7) locations inside of the building where LHA is seeking to have portable video cameras added to the existing remote video surveillance system. This solicitation requires:
  - On each of the three floors—one (1) camera at the entrance of each of the two (2) laundry rooms for a subtotal of six (6) cameras.
  - On the first floor—one (1) camera to simultaneously view the entrances of both public rest rooms for a subtotal of one (1) camera.
  
- **LHA Administration Building:** The Administration Building is located at 430 S. Hartsell Avenue, Lakeland, Florida. It is a one-story building with five (5) entrances. One (1) entrance is located at the basement level. The other entrances are located on the first floor. The surveillance system for the Administration Building must be designed in a manner to allow the cameras to provide coverage of the five (5) entrances in addition to the four (4) parking lots. There are also six (6) locations inside of the building on the first floor where LHA requires cameras to be installed. A floor plan specifying the location of each area requiring coverage is attached as Exhibit E.

As part of the designs for each *Dakota Park*, *WestLake*, *The Manor at Washington Ridge*, and the *LHA Administration Building*; the selected Contractor(s) will specify the types of: cameras, lighting, poles, anchors, wiring, etc. for the proposed systems. The cameras specified shall have day/night functionality with high video resolution for indoor and outdoor surveillance. All equipment specified must be vandal-resistant.

The selected Contractor(s) shall provide a site plan of each property detailing the location and quantity for all equipment specified, e.g., fixed/portable cameras with

pan/tilt/zoom features, DVRs, monitors, poles, additional lighting. The selected Contractor(s) will be responsible for installing all equipment specified in its approved submitted design. The selected Contractor(s) shall provide all customary and usual: services, equipment, and supplies including, but not limited to, labor and transportation in order to design, provide, and install effective surveillance systems at *Dakota Park, WestLake, The Manor at Washington Ridge, and the LHA Administration Building*. Fee proposals from the selected Contractor(s) shall also include a one-year service agreement for monthly maintenance of the systems. In the performance of the contract, the selected Contractor(s) agrees it will abide by all existing laws, codes, rules, and regulations set forth by all appropriate authorities having jurisdiction in the location where the work is being performed. The selected Contractor(s) will also be responsible for all permits.

#### **4. SUBMITTAL FORMAT**

**Submittal Format:** Submittals shall be provided in the following format securely bound. Page separators/tabs shall clearly identify each section to facilitate quick reference and comparison to the material submitted by other proposers. Brevity will be appreciated.

*Letter of Transmittal:*

The proposing Contractor shall include a letter of transmittal bearing the signature of an authorized representative of the proposing Contractor and the name *and* the email address of the individual authorized to negotiate services and costs with LHA.

*Tab 1—Experience of Proposing Contractor*

- a. Describe those factors that differentiate the proposing Contractor's services from the services provided by other such video surveillance system providers.
- b. Demonstrate that the proposing Contractor has a minimum of five (5) years of experience in designing, installing, and maintaining remote video surveillance systems.
- c. Demonstrate the proposing Contractor's experience in designing, installing, and maintaining surveillance systems of similar scope and complexity for--*preferably* public sector--entities within the last three (3) years. Include contact information which includes name, title, and phone number of a knowledgeable representative at each entity.
- d. Describe the proposing Contractor's ability to perform the proposed services described in its response to this RFP taking into consideration all other commitments that the proposing Contractor's is *currently* performing.

*Tab 2—Organization and Staff Experience:*

- a. Provide an organizational chart and resumes (or a similar summary of qualifications) which includes qualifications and pertinent experience of each key staff member who would be assigned to work under this contract.

*Tab 3—Proposed Design Services:*

- a. For the *Dakota Park* community, the proposing Contractor shall:
  1. Describe what means and methods it proposes to provide the desired benchmarks. Include an anticipated timeline of completion benchmarks.
  1. Provide a site plan detailing the location, type, and quantity of all equipment specified, e.g., fixed/portable cameras with pan/tilt/zoom features, DVRs, monitors, poles, additional lighting.
- b. For the *WestLake* community, the proposing Contractor shall:
  2. Describe what means and methods it proposes to provide the desired surveillance system. Include an anticipated timeline of completion benchmarks.
  3. Provide a site plan detailing the location, type, and quantity of all equipment specified, e.g., fixed/portable cameras with pan/tilt/zoom features, DVRs, monitors, poles, additional lighting.
- c. For *The Manor at Washington Ridge* building, the proposing Contractor shall:
  1. Provide product data and specifications for portable cameras proposed for the site. Demonstrate that cameras specified are compatible with existing surveillance system. Include an anticipated timeline of completion benchmarks.
- d. For the *LHA Administration Building*, the proposing Contractor shall:
  1. Describe what means and methods it proposes to provide the desired surveillance system. Include an anticipated timeline of completion benchmarks.
  2. Provide a site plan detailing the location, type, and quantity of all equipment specified, e.g., fixed/portable cameras with pan/tilt/zoom features, DVRs, monitors, poles, additional lighting.

*Tab 4—Fee Schedule:*

In its best interest, LHA reserves the right to award:

- a. *Two or more contracts* as a result of this solicitation. Therefore, each respondent to this RFP will provide an *Individual* Fee Schedule for *each* of the following sites:

- *Dakota Park*
- *WestLake*
- *The Manor at Washington Ridge, and*
- *LHA Administration Building.*

Each *Individual* Fee Schedule will provide:

- A detailed fee schedule which includes information on hourly rates, travel costs, per diem, testing fees, training, and other miscellaneous cost factors.\*
- A fee proposal for a one-year service agreement for monthly maintenance of the above system.\*

or

- b. *One contract* as a result of this solicitation. Therefore, each respondent to this RFP will also provide a *Combined* Fee Schedule which *includes* the fees for *all* of the following sites:

- *Dakota Park*
- *WestLake*
- *The Manor at Washington Ridge, and*
- *LHA Administration Building.*

The *Combined* Fee Schedule will provide:

- A detailed fee schedule which includes information on hourly rates, travel costs, per diem, testing fees, training, and other miscellaneous cost factors.\*
- A fee proposal for a one-year service agreement for monthly maintenance of the above system.\*

\*(Note: All pricing and proposed services are subject to later negotiation.)

#### *Tab 5--Submission of Required Documents*

Please provide:

- Proof of current general liability and automotive liability insurance coverage.  
(Note: both the general liability insurance and the automotive liability insurance must have a minimum of \$1 million per occurrence.)

- Proof of current Workers' Compensation coverage for all staff that will be physically present on any LHA/LPHC property. Coverage must meet or exceed State of Florida requirements.
- At least, ten references for recent projects--particularly with public sector entities--that are similar to the services requested in this RFP. Provide contact information which includes name, title, and phone number of a knowledgeable representative at each entity. This information may, in part, duplicate the information provided in *Tab 1 c.* above.

Please complete and provide the following documents which are attached to this RFP:

- HUD Form 5369-B
- HUD Form 5369-C
- HUD Form 50070
- Section 3 Business Form
- Non-Collusion Certification
- Public Entity Crime Statement

## 5. SUBMITTAL SCHEDULE

An original—designated as the “original” and signed in blue ink--**and five (5) copies** of the submittal are to be delivered to LHA on or before **2:00 p.m., Eastern Time, on January 08, 2014**. No submittal to this RFP will be accepted after this specified time.

*(NOTE: LHA reserves the right to reject any response to this RFP that does not provide the requested number of copies.)*

## 6. SUBMISSION OF OFFERS

All submittals transmitted by mail or hand-delivered shall be in sealed envelopes and addressed to:

**Tom Hornack**

**re: Remote Video Surveillance Systems for *Dakota Park Apartments, WestLake Apartments, The Manor at Washington Ridge, and the LHA Administration Building* RFP**

**Lakeland Housing Authority  
430 Hartsell Avenue  
Lakeland, Florida 33815**

Submittals transmitted by facsimile or electronic mail will not be accepted.

All submittals and accompanying material will become the property of LHA and will not be returned to the proposer.



## 7. CLARIFICATION OF RESPONSES

LHA reserves the right to obtain clarification of any point in a proposing Contractor's submittal or to obtain additional information necessary to properly evaluate a particular submittal. Failure of a proposing Contractor to respond to such a request for additional information or clarification could result in rejection of that Contractor's response.

## 8. SCORING/AWARD EVALUATION CRITERIA

A review committee shall evaluate and score each submittal using the methods described in this RFP. A contract will be awarded to the proposing Contractor(s) whose submittal best meets the needs and requirements of LHA/LPHC. LHA reserves the right to reject any or all submittals, to award one or more contracts, *or* to award no contract. An interview with the finalists may or may not be required at the discretion of LHA/LPHC.

The evaluation criteria to be used in reviewing submittals and their respective weights are as follows:

- *Letter of Transmittal*--failure to submit this document could render the potential Contractor's proposal as *non-responsive*, and therefore, it will not receive consideration.
- *Experience of Proposing Contractor* as described in "Tab 1"--up to 25 points
- *Organization and Staff Experience* as described in "Tab 2"--up to 25 points
- *Proposed Design Services* as described in "Tab 3"--up to 20 points for *Dakota Park*, up to 20 points for *WestLake*, up to 10 points for *The Manor at Washington Ridge*, and up to 10 points for the *LHA Administration Building*
- *Fee Schedule* as described in "Tab 4"—
  - a. Up to 15 points for *Dakota Park*, up to 15 points for *WestLake*, up to 10 points for *The Manor at Washington Ridge*, and up to 10 points for the *LHA Administration Building*  
  
*or*
  - b. Up to 50 points for a *combined* Fee Schedule.

- *Submission of Required Documents* as described in “Tab 5”—failure to complete and/or submitted the requested documents listed under this tab could render the potential Contractor’s proposal as *non-responsive*, and therefore, it will not receive consideration.

**Total Possible Points— 160 points**

LHA reserves the right to waive any minor irregularities or technicalities in the submittals received.

## **9. GENERAL CONDITIONS:**

**Communications**--In order to maintain a fair and impartial competitive process, LHA shall avoid private communication concerning this procurement with prospective proposer during the entire procurement process. Please respect this policy and do not attempt to query LHA or LPHC personnel regarding this RFP.

*Ex parte* communication regarding this solicitation is prohibited between a potential or current respondent and any LHA or LPHC Board of Commissioners member, LHA, LPHC, or West Lake Management staff, or any other person serving as an evaluator during this procurement process. A respondent who directly contacts any: LHA or LPHC Board of Commissioners member; LHA, LPHC, or West Lake Management staff; or proposal evaluator regarding this solicitation risks elimination of its proposal from consideration. Correspondence with the LHA’s Administrative Services Manager, **Tom Hornack**, does not constitute *ex parte* communication. Oral instructions or information concerning the specifications of this project given out by any LHA or LPHC Board of Commissioners member or another LHA, LPHC, or West Lake Management employee or agent to a prospective proposer shall not bind LHA or LPHC.

In the event that a potential Contractor has questions that it would like to have addressed, the potential Contractor may email questions to: [Procurement@Lakelandhousing.org](mailto:Procurement@Lakelandhousing.org), prior to **9:00 a.m., Eastern Time, on December 13, 2013**. Receipt of request will be acknowledged. On or before **5:00 p.m., Eastern Time, on December 16, 2013**, a response will be sent to all potential proposers who received this RFP directly from LHA. It is the potential Contractor’s responsibility to monitor his/her email account for additional information relevant to this RFP.

## **10. MODIFICATION OF SOLICITATION**

LHA reserves the right to modify this RFP as deemed necessary by LHA. Any such modification or amendment will be sent by email on or before **6:00 p.m., Eastern Time, on December 16, 2013** to all potential Contractors who received this RFP directly from LHA.

LHA also reserves the right: to increase or delete any scheduled items; to award portions of this RFP; to waive informalities and technicalities; to make no award; to terminate this RFP solicitation at any time; and to make awards consistent with LHA's policies and the laws governing the U.S. Department of Housing and Urban Development (HUD) and/or State of Florida programs.

#### **11. SUBMITTALS ARE PUBLIC RECORD**

After the award of an agreement(s) resulting from this RFP, all information submitted by the proposers shall be public record and subject to disclosure pursuant to the Florida Public Records law. A proposer shall not copyright or cause to be copyrighted any portion of any said document submitted to LHA as a result of this RFP.

#### **12. SMALL BUSINESSES, MINORITY BUSINESS ENTERPRISES, WOMAN BUSINESS ENTERPRISES, AND SECTION 3 QUALIFIED BUSINESSES**

LHA strongly encourages the participation of Small Businesses, Minority-owned businesses, Women-owned businesses (please see item 2 of HUD Form 5369-C-- attached), and/or Section 3-qualified businesses (please see Section 3 Business Form attached) in this and all LHA projects, programs, and services.

#### **13. NEGOTIATIONS AND AWARD**

Negotiations may be conducted with respondents determined to have a reasonable chance of being selected for award based on evaluation of qualifications and other factors considered to be most advantageous to LHA. Such respondents shall be accorded fair and equal treatment with respect to any opportunity for negotiations and revisions of submittals—to assure full understanding of and conformance to the services requested by LHA. No respondent shall be assisted in bringing its submittal up to the level of another in order to be considered for award. LHA reserves the right to request additional information concerning any/all submittals submitted. A common deadline shall be established for the receipt of submittal revisions based on negotiations.

After the evaluation of the submittal revisions, if any, the contract will be awarded to the responsible respondent(s) whose qualifications and other factors considered are the most advantageous to LHA.

#### **14. DISPUTES**

In case of any doubt or differences of opinions as to the items or service to be furnished hereunder or the interpretation of the provisions of the RFP, the decision of LHA shall be final and binding upon all parties.

**15. ASSIGNMENT**

Neither the resultant contract nor any of the requirements, rights, or privileges demanded by it may be sold, assigned, contracted, or transferred by the selected firm without the express written consent of LHA.

**16. MANDATORY CONTRACT PROVISIONS AND CLAUSES**

At a minimum, a contract awarded under this RFP will require compliance with the following HUD forms: 5369-B, 5369-C, and 50070—copies are attached to this RFP--as well as applicable portions of *LHA's Section 3 and Minority and Woman Business Enterprise* Policy which can be accessed at: <http://lakelandhousing.org/wp-content/uploads/MWBE-Section-3-Policy-corrected-022113.pdf>.

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## EXHIBIT A

### LIST OF REMOTE VIDEO SURVEILLANCE EQUIPMENT

#### PRESENTLY INSTALLED AT

#### THE FIVE COMMUNITIES AND AT LHA'S MONITORING STATION

The software that is being used to view all of the cameras remotely is NetVu Observer. Surveillance equipment installed at Colton Meadow, John Wright Apartments, The Manor at Washington Ridge, Villas at Lake Bonnet, and Westlake Apartments are as follows:

Item #	Equipment	Brand	Model #	Description
1.	Camera	Honeywell	HCD92534	True Day/Night IR Bullet Camera
2.	Camera	Honeywell	HD4MDIP	True Day/Night Rugged Indoor/Outdoor Dome Network Camera
3.	Camera	Bosch	REG-L1	License Plate Cameras
4.	DVRs	Digital Sprite 2		Dedicated Micros
5.	Monitor	Honeywell	HMLCD17L	L-Series LCD Monitor



**BOSCH**  
Invented for life

# REG-L1 License Plate Cameras



- ▶ High speed capture to 160 km/h (100 mph)
- ▶ 24/7 Capture in day and dark conditions
- ▶ Advanced Ambient Rejection Technology
- ▶ Energy efficient operation at 12 to 24 VAC/VDC
- ▶ Compact housing, installer friendly design

REG-L1 integrates advances in optics, electronics, IR illumination and Ambient Rejection Technology to deliver consistent, reliable number plate capture in the most challenging of conditions

With an operational range of up to 30 m (100 ft) or 25 m (80 ft) depending on number plate size, REG-L1 delivers high contrast number plate images across the complete spectrum of ambient lighting conditions, from total darkness to direct glare from sunlight and vehicle headlights. The camera can capture clear plate images from vehicles moving at speeds of up to 160 km/h (100 mph) enabling effective capture on motorways, highways and in other high speed applications.

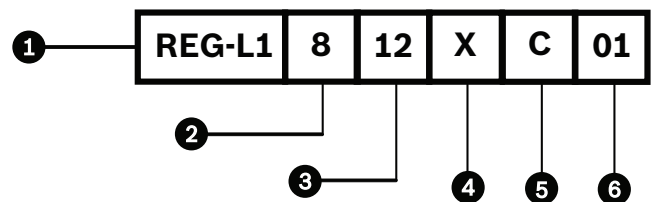
The unit housing is weather-sealed and field proven for successful application in extreme environments. REG-L1's LED array eliminates the need for routine bulb changes. An improved electronic design allows for energy efficient operation at 12 to 24 VAC/VDC

REG-L1 is designed to work with NVRs or with DVRs. It is specifically designed to work with third party ANPR software.

- Traffic monitoring
- Border control
- Access control
- Car parking
- Policing
- Post event investigation
- 12 V to 24 VAC/VDC operation

## Installation/Configuration Notes

### Ordering chart



1. Model	REG-L1	
2. Wavelength	8	850 nm
3. Lens	12	12 mm
	16	16 mm
	25	25 mm
	35	35 mm
	75	75 mm

## Functions

### Applications

- ANPR

<b>1. Model</b>	<b>REG-L1</b>	
<b>4. Camera Type</b>	X	Standard
<b>5. Region</b>	C	CCIR
	E	EIA
<b>6. Color</b>	01	Black

### Technical Specifications

Operational Range	Up to 30 m (100 ft) or 25 m (80 ft) depending on number plate size
Camera Sensors	1/2 in LXR CCD sensor
Resolution	High resolution 600 TVL
IR Illumination	LED array, 850 nm
Life	Greater than 5 years
Input	12 to 24 VAC/VDC
Consumption	30 W
Temperature Range	-50 °C to +50 °C (-58 °F to +122 °F)
Construction	Robust, weather sealed aluminum casting and extrusion
Environmental	Sunshield
Dimensions	250 x 154 x 165 mm (9.8 x 6.1 x 6.5 in)
Weight	2.8 kg (6.2 lb)
Color	Supplied in black(RAL B401)

### Camera Selection Tables

Range for 12 x 6 in (305 x 152 mm) number plates (common in North America)

Model	Range	Optimal Distance
REG-L1-816	4 to 7 m (12 to 22 ft)	5 m (16 ft)
REG-L1-825	6 to 10 m (20 to 34 ft)	8 m (25 ft)
REG-L1-835	8 to 15 m (27 to 48 ft)	11 m (35 ft)
REG-L1-850	12 to 21 m (40 to 68 ft)	15 m (50 ft)
REG-L1-875	17 to 24 m (55 to 80 ft)	23 m (75 ft)

Range for 520 x 111 mm (20.5 x 4.4 in) number plates (common in Europe)

Model	Range	Optimal Distance
REG-L1-812	3 to 6 m (10 to 20 ft)	5 m (16 ft)
REG-L1-816	5 to 8 m (16 to 26 ft)	7 m (23 ft)
REG-L1-825	7 to 12 m (23 to 40 ft)	10 m (33 ft)
REG-L1-835	11 to 18 m (34 to 60 ft)	15 m (50 ft)
REG-L1-850	17 to 25 m (56 to 82 ft)	22 m (72 ft)
REG-L1-875	22 to 30 m (72 to 100 ft)	28 m (92 ft)

### Ordering Information

<b>REG-L1-812XC-01 License Plate Camera</b> License Plate Reader with LED, 12 mm lens, SX8 camera, CCIR, 3 to 6 m (10 to 20 ft), psu separate	<b>REG-L1-812XC-01</b>
<b>REG-L1-816XE-01 License Plate Camera</b> License plate reader with LED, 16 mm lens, SX8 camera, EIA, 12 to 22 ft, psu separate	<b>REG-L1-816XE-01</b>
<b>REG-L1-816XC-01 License Plate Camera</b> License plate reader with LED, 16 mm lens, SX8 camera, CCIR, 5 to 8 m (16 to 26 ft), psu separate	<b>REG-L1-816XC-01</b>
<b>REG-L1-825XE-01 License Plate Camera</b> License plate reader with LED, 25 mm lens, SX8 camera, EIA, 20 to 34 ft, psu separate	<b>REG-L1-825XE-01</b>
<b>REG-L1-825XC-01 License Plate Camera</b> License plate reader with LED, 25 mm lens, SX8 camera, CCIR, 7 to 12 m (23 to 40 ft), psu separate	<b>REG-L1-825XC-01</b>
<b>REG-L1-835XE-01 License Plate Camera</b> License plate reader with LED, 35 mm lens, SX8 camera, EIA, 27 to 48 ft, psu separate	<b>REG-L1-835XE-01</b>
<b>REG-L1-835XC-01 License Plate Camera</b> License plate reader with LED, 35 mm lens, SX8 camera, CCIR, 11 to 18 m (36 to 59 ft), psu separate	<b>REG-L1-835XC-01</b>
<b>REG-L1-850XE-01 License Plate Camera</b> License plate reader with LED, 50 mm lens, SX8 camera, EIA, 40 to 68 ft, psu separate	<b>REG-L1-850XE-01</b>
<b>REG-L1-850XC-01 License Plate Camera</b> License plate reader with LED, 50 mm lens, SX8 camera, CCIR, 17 to 25 m (55 to 82 ft), psu separate	<b>REG-L1-850XC-01</b>
<b>REG-L1-875XE-01 License Plate Camera</b> License plate reader with LED, 75 mm lens, SX8 camera, EIA, 55 to 80 ft, psu separate	<b>REG-L1-875XE-01</b>
<b>REG-L1-875XC-01 License Plate Camera</b> License plate reader with LED, 75 mm lens, SX8 camera, CCIR, 21 to 30 m (70 to 100 ft), psu separate	<b>REG-L1-875XC-01</b>
<b>Accessories</b>	
<b>EXMB.017B Wall Mount Adapter Bracket</b> Wall Mount Adapter, Black	<b>EXMB.017B</b>
<b>EXMB.028B Cable Managed Wall Bracket</b> Cable-managed arm bracket, black	<b>EXMB.028B</b>
<b>EXMB.015B Pole Mount Adapter Bracket</b> Pole Mount Adapter, black	<b>EXMB.015B</b>
<b>EXMB.061 Pole Top Bracket</b> Stainless Pole Top Bracket	<b>EXMB.061</b>
<b>EXMB.029B Ceiling Mount Bracket</b> Ceiling Mount Bracket, Black	<b>EXMB.029B</b>
<b>UPA-2450-60 Power Supply</b> 120 VAC, 60 Hz, 24 VAC, 50 VA Out	<b>UPA-2450-60</b>
<b>UPA-2450-50 Power Supply</b> 220 VAC, 50 Hz, 24 VAC, 50 VA Out	<b>UPA-2450-50</b>





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## PROFESSIONAL, CONNECTED CCTV

The New Digital Sprite 2 provides true flexibility for professional CCTV security solutions. An intuitive interface allows easy local user operation whilst IP connectivity provides remote monitoring and system configuration via Dedicated Micros 'NetVu Connected' software.

High quality recordings are accessible locally to the user at the touch of a button or via powerful GOTO and event recall facilities. Remote operators can utilise the latest MPEG-4 compression technology to view images via NetVu ObserVer or embedded DV-IP Decoders.

The DS2 includes built-in co-axial & twisted pair telemetry to enhance the range of DS2 applications.

Variable alarm configuration allows remote notification of alarms from any single DS2 through a variety of communication channels. Pre-event alarm recording ensures images are captured before the incident occurs whilst on-site communication can be maintained through high quality bi-directional audio.

A built in DVD-R writer provides a quick and easy way of copying key events to DVD or CD on-site while FTP archiving allows evidence transfer over the network, automatically or on demand. The DS2 provides a self-contained local security solution whilst ensuring that the requirements of remote 24 hour surveillance are met through Dedicated Micros professional 'NetVu Connected' solution deployed over new or existing IP enabled networks.

### FEATURES

- ▶ Instant access to high quality recordings
- ▶ Built-in internal DVD-R (DVD Writer)
- ▶ Simultaneous MPEG-4 transmission and JPEG recording
- ▶ Designed for BS-8418 compliance
- ▶ Simultaneous record, playback, live viewing, archiving and multiple user network viewing with no loss of recording performance
- ▶ Pre-alarm recording to capture evidence before alarms are triggered
- ▶ Instant Remote Alarm monitoring using Ethernet or PPP modem link
- ▶ Dial-out on alarm and alternative signalling path
- ▶ NetVu Connected
- ▶ Alarm notification via E-Mail and SMS
- ▶ Immediate access to any time/date via instant GOTO capability
- ▶ IP connectivity and remote monitoring functionality
- ▶ Video motion search allows search back through recordings for movement in a specific area of the image
- ▶ Web based configuration allows remote system adjustments negating the need for site visits
- ▶ Multiway DuoVu for live and recorded viewing simultaneously
- ▶ MultiMode Recording - Dynamically-switchable resolution, record-rate & compression (MPEG4/JPEG) per camera
- ▶ Text Support – capture, record and search text data with relevant CCTV footage
- ▶ Real-time alarms can be triggered on suspect transactions using keywords



## CAMERAS

6, 9 and 16 camera models available. Auto detection on power up. Loop through BNC connectors provided for each camera input. Alarm on Camera Fail

## HIDDEN CAMERAS

Option to view all or selected cameras, without affecting cameras recording. Hidden cameras can be viewed via the network.

## MONITOR VIEWING

Main monitor (S-Video & Composite):  
Full screen, programmable sequence & alarm switching.  
Programmable multi-screens: picture-in-picture, quad, 5+1, 4+3, 9 way, 8+2, 12+1, 16 way x2 electronic zoom, freeze frame.  
Spot monitor: (Composite)  
Full screen, programmable sequence & alarm switching.

## SEARCH AND PLAYBACK

- One button touch
- Frame advance/rewind, fast picture search and pause keys
- Event list, including event list filter with unique quadrant preview facility
- GOTO time and date
- Playback in full screen and multi screen
- Simultaneous live and playback on screen

## MULTIWAY DuoVu

DS2 has traditionally provided playback in full screen, picture in picture and quad display modes. Now you can choose to playback in any multiway display mode, right up to 16-way. For ultimate flexibility you can now have any combination of live and recorded segments on the multiway view, allowing you to review recorded material, while keeping an eye to ongoing surveillance.

## VIDEO MOTION SEARCH FACILITY

Allows the user to search through hard-disk recordings for movement in a particular area of the image, set up on a 16x16 (PAL) cell grid (16x14 NTSC). The unit is then able to search back through the hard drive and create a list of activities for the user to view and archive as required. Searching can also be filtered to limit the search to user-defined times and dates.

## MultiMode RECORDING

MultiMode recording gives you the ability to set different record rates, resolutions and compression algorithms across scheduled, normal and alarm modes. Up to 24 MultiMode Recording profiles can be set per unit, giving you the flexibility to adjust resolution (QCIF to 4CIF), record rates and compression settings (MPEG-4/JPEG) dynamically on individual cameras and across the whole unit.

## RECORDING

Playback and record to hard disk simultaneously.  
The unit provides the option to continuously archive video and audio data to a FTP server  
A choice of hard disk options are available. Please contact customer services in your region or check the website at [www.dedicatedmicros.com](http://www.dedicatedmicros.com) for further information.

Please note drive sizes may vary from time to time which may result in a larger drive capacity than stated being supplied with the unit.

### Protected images:

The system can be configured to protect images from being overwritten permanently or for a fixed period of time, when an alarm is activated. The end user can also manually configure sections of recorded images to be protected from overwrite, and remove protection.

## RECORD RATE

The standard Digital Sprite 2 can record real time on 2 cameras at 50PPS(PAL), 60PPS (NTSC) and 4 cameras at 100PPS (PAL), 120PPS (NTSC).

## EXTERNAL RAID DEVICES

We recommend that only DM approved external RAID devices should be used with the DS2 range.  
Please contact Technical Support in your region for further information on recommended devices or visit the web site at [www.dedicatedmicros.com/support](http://www.dedicatedmicros.com/support)

## FLASH DISK OPERATION

To ensure that surveillance and alarm reporting functions are unaffected in the unlikely event of HDD failure, the DS2 has a built-in Flash Disk containing all the essential program and configuration data.

## SCHEDULING

*Choice of day, night or weekend scheduling offers the ability to automatically:*

- Select the cameras to be recorded
  - Switch alarms and activity on/off
  - Alter the record rate for standard, alarm and activity recording
- Activation is via timer or alarm panel link to Alarm input

## TIMED EXPIRY

- Timed expiry option allows images to be held for a selected number of days
- Images on the disk which are older than the number of days selected are not accessible

## EVENT COPYING

Individual images, event sequences, audio and user defined recorded sequences can be saved to the internal DVD-R drive of DS2. The DVD or CD images are digitally signed for authentication purposes. Playback of images from the DVD or CD is via a standard DVD-ROM drive (CD-ROM for CD-R media). The DVD/CD playback software will auto-run and does not require the installation of software on the users PC.

## DIGITAL AUTHENTICATION

The use of a digital authentication process allows the user to detect whether the image or series of images has been tampered with since it was written to the storage media.

## ALARMS

17 normally open/closed alarm inputs available via on board 25 way D-type connection (expandable via up to 16 optional remote alarm modules CIO1).

Up to a total of 8 contacts may be assigned to each camera input. Multiple alarms can trigger one camera and/or 1 alarm can trigger multiple cameras

### Options:

- Up to 15 minutes of protected pre and post alarm recording per event
- Protect Alarm images from overwrite for a configurable period of time
- Main monitor display of last alarm camera or all alarmed cameras in sequence or multiscreen
- Trigger telemetry preset on alarm
- Capture additional still image at moment of alarm
- Buzzer activated on alarm
- Light duty relay output triggered via alarm zone
- Instant messaging to remote network client on alarm
- Automatic archive of alarm video and audio to FTP server or DVD-R/CD-R

## VIDEO MOTION DETECTION

Programmable 16x16 (PAL) grid (16x14 NTSC) with 5 levels of sensitivity for each camera view.

16 advanced VMD trigger zones with individual sensitivity on a 88x64 (PAL) grid (88x60 NTSC) for each camera.

This is based on standard resolution settings of 720x256 (PAL) and 720x240 (NTSC).

### Options:

- Up to 15 minutes of protected pre and post activity recording per event
- Protect VMD images from overwrite for configurable period of time
- Main monitor display of last VMD camera, or all VMD cameras in sequence or multiscreen
- Buzzer activated on VMD
- Light duty relay output triggered on VMD activity
- Instant messaging to remote network client on VMD
- Automatic archive of VMD to FTP server or DVD-R/CD-R



## PRE-ALARM

Each camera input can continuously capture a configurable number of images at a user defined pre-alarm capture rate. When an event occurs, the images captured before the alarm event are recorded to disk, allowing the viewer to see enhanced evidence leading up to the event.

## FALSE ALARM SUPPRESSION

Advanced alarm zones added to DS2 allow you to combine multiple detection sources to minimise false triggers. E.g. you can set an alarm to be triggered by a combination of a PIR and Camera VMD to remove miss-triggers from either source. Added to this, each alarm input can be temporarily disabled by a remote administrator to ensure that faulty detectors do not mask real alarm incidents.

## TEXT SUPPORT

Through the inclusion of Text Support, the DS2 can search captured transaction data for specific goods purchased, transaction numbers, credit card references, keywords etc. and jump straight to the associated video sequence. Additional functionality allows alarms to be raised on the use of keywords from POS and other devices. Search and playback is also supported through NetVu ObserVer.

## INSTANT ALARM REPORTING

The system can dial-out on alarm to a remote site to provide instant alarm notification.

- Instant alarm reporting
- Dial-out on alarm
- Alternative signalling path

## E-MAIL & SMS NOTIFICATION

Emails can be sent on alarm or other critical events.

Notifies the following events on a camera by camera basis:

- Alarm
- Activity
- Camera fail
- Power up

Access to mail server via Ethernet or dial-up is required for this feature.

Short Message Service texts (SMS) can also be sent to a specified mobile phone number, via an SMS capable modem.

## AUDIO

The user has the option to record and play back audio through the unit in real time. Recorded with images, audio can be played back directly from the unit via powered external speakers.

The system can also receive audio from a remote network viewer and play it directly out of the unit for audio challenge or help point applications.

Recorded audio is automatically copied when video is archived to DVD-R/CD-R or exported across a network.

Connections:

**Line in:** 47K. input impedance, 1V pk-pk, RCA phono socket

**Line out:** 1V pk-pk, RCA phono socket

## NetVu Connected

DS2 now has NetVu technology built-in to ensure maximum compatibility with future developments in networked security. NetVu technology enables the new DS2 to fully interoperate with other NetVu compatible products from DM including the DV-IP Decoder, NetVu ObserVer and PDA Viewers. Providing interoperability between the worlds leading security companies, NetVu uses industry standard networking protocols supported by a wide range of third-party integration products and SDKs to ensure on-going compatibility for the future.

## WEB BASED CONFIGURATION

Web based configuration enables system adjustments to be made remotely to a networked unit, such as change the record rate, set up the advanced VMD grids, program presets and more – without the need for a site visit.

## NETWORK CAPABILITIES

A standard Ethernet connection allows live and recorded viewing on a networked PC using DM's NetVu ObserVer software or via web pages using a standard Internet browser. Network viewing is

independent and does not affect the recording or local operation.

The Digital Sprite 2 includes a network bandwidth limitation option, which allows the bandwidth used by the Digital Sprite 2 to be capped. For low bandwidth remote network links, viewing applications can request that video is sent in MPEG-4 format, while local network viewers can simultaneously view using high quality JPEG images.

**NetVu ObserVer software and Web page features include:**

- Live full, quad, 6, 9 and 16 way screens
  - VCR style fast forward and rewind, playback and frame advance/rew
  - GOTO time and date
  - File export of digitally signed images over the network to the user's PC using NetVu software
  - Archived images can be viewed using DM's NetVu ObserVer software, supplied with the product and as a free download from the DM website
  - Remote manual control of relay output on the unit
  - Telemetry control, including PTZ and telemetry presets
  - Multiple user access
  - Event log
  - Network viewing is also available for Mac OSX and Linux
- See the latest NetVu ObserVer datasheet for more information.

## COLOUR RESOLUTION

**Sampling rate:** 13.5 MHz to CCIR 601

**Number of pixels:** PAL 720h x 512v  
NTSC 720h x 448v

16.8 million colours 256 levels of grey, 8-bit luma.

## COMPRESSION

Standard JPEG format files with user definable compressed image size for high quality recording.

Simultaneous MPEG-4 network streams for low bandwidth remote viewing or background recording.

## LANGUAGES

English, French, German, Spanish, Italian, Russian, Czech, Polish, Dutch, Hungarian and Swedish.

## DATA

NET - RJ-45 10/100 Ethernet connection.

485 BUS - 2x MMJ ports for DM 485-BUS accessories.

SERIAL 1 - 9 way (Male) D Type RS 232 serial port.

SERIAL 2 - 9 way (Male) D Type RS 232 serial port.

BUS A - RS-232 serial port or RS-485 telemetry port 1.

BUS B - RS-232 serial port or RS-485 telemetry port 2.

## DVD-R

Built in slim-line DVD-R writer for DVD-R and CD-R Media.

## TEMPERATURE RANGE

Operating temperature 5 – 40°C (41 – 104°F).

## RELATIVE HUMIDITY

10% - 85% Non-condensing.

## DIMENSIONS

DVR: 89mm (H) x 440mm (W) x 445mm (D)

3 1/2" (H) x 17 5/16" (W) x 17 1/2" (D)

Optional Keyboard: 65mm(H)\* x 410mm (W) x 183mm (D)

(\* 100mm including Joystick)

2 9/16" (H)\* x 16 1/8" (W) x 7 1/4" (D)

(\* 4 1/8" including Joystick)

## WEIGHT

DVR: 11.4 kg (25.1 lbs) with built-in PSU.

## POWER SUPPLY

DVR: 180W Internal Power Supply

Input Voltage: 100-240 V AC 50/60 Hz.

## WARRANTY

3 years warranty including HDDs.

# KBS3A - REMOTE KEYBOARD

## TELEMETRY DATA

Built-in RS485/Twisted pair protocols provide direct control of the following domes:

- Dedicated Micros Dennard 2040 to Dennard 2060
- JVC TK-C675BE, TK-C676 & TK-C553E
- Ultrak Ultradome™ KD6
- Ademco Orbiter & Jupiter Microspheres™
- GE CyberDome™
- BBV RS485 StarCard
- Bosch/Philips G3
- Ernitec
- Mark Mercer
- Panasonic WV-CS850A, WV-CS854, WV-CW860 external
- Sensormatic SpeedDome™ IV & SpeedDome™ V (with 4-wire RS-422 support)
- Pelco P Spectra II, Spectra III
- Samsung SCC-641
- Vista Power Dome
- Vantage Juno Dome

## COAX TELEMETRY

- BBV
- BBV RX100 (protocol converter for control of major manufacturer's domes)
- Pelco Spectra II & III  
(Please note that patrol modes are not available)

## REMOTE KEYBOARD OPTION

Keyboard features include:

- Joystick control of telemetry camera with twist zoom facility
- Wash/wipe, focus, iris, lamps, preset, patrol and auto-pan keys
- Up to 16 DS2 units can be controlled from one keyboard – up to 16 keyboards can be connected to the 485 BUS providing a flexible configuration e.g.: 1 unit can be connected to 16 keyboards



- Onboard LCD identifying connected unit name and number
- May be connected directly or remotely via 485 BUS cabling (please note maximum cabling distance is 1500 meters)

## IR REMOTE CONTROL

Provides operator with remote front panel control of single or multiple racked units including:

- The ability to change cameras and camera views
- Search using the GOTO function and review of the event list
- Playback of images from the hard disk

### BUILT-IN DVD WRITER RANGE

6 CAMERA COLOUR DUPLEX WITH DVD-R	50PPS	DS2A 6DVD
9 CAMERA COLOUR DUPLEX WITH DVD-R	50PPS	DS2A 9DVD
16 CAMERA COLOUR DUPLEX WITH DVD-R	50PPS	DS2A 16DVD
6 CAMERA COLOUR DUPLEX WITH DVD-R	100PPS	DS2P 6DVD
9 CAMERA COLOUR DUPLEX WITH DVD-R	100PPS	DS2P 9DVD
16 CAMERA COLOUR DUPLEX WITH DVD-R	100PPS	DS2P 16DVD

### COMMON ACCESSORIES

OPTIONAL REMOTE KEYBOARD	KBS3A
IR REMOTE CONTROL	IR REMOTE
VIDEO SWITCHER	VS16
REMOTE ALARM MODULE	CI01
RELAY OUTPUT MODULE	CI02

PLEASE CHECK THE WEBSITE FOR DETAILS OF COMPATIBLE PRODUCTS AND OTHER LATEST DEVELOPMENTS

FOR FURTHER INFORMATION PLEASE CONTACT

Dedicated Micros UK  
Dedicated Micros USA

Dedicated Micros Germany  
Dedicated Micros France

Dedicated Micros Asia

Dedicated Micros Australia

Dedicated Micros New Zealand

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**DEDICATED MICROS**

[www.dedicatedmicros.com](http://www.dedicatedmicros.com)

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MKT-DS2-D-004E



## HMLCD17L L-Series LCD Monitor

[www.honeywellvideo.com](http://www.honeywellvideo.com)

### 17-INCH LCD COLOR MONITOR

Honeywell's HMLCD17L LCD monitor is designed specifically for the security industry to provide high resolution display of computer signals and/or composite video. The combination of robust features, good performance, and exceptional value comes together to deliver excellent video in a variety of applications. Because they consume less power, last longer, and generate less heat than convention CRT monitors, LCD monitors are more cost-effective over long term use.

This 17-inch monitor has a color LCD panel with a thin film transfer (TFT) active matrix. The monitors automatically adapt to the appropriate input resolution up to 1280 x 1024. The HMLCD17L provides 1 BNC and 1 composite input and a VGA input to support the use of digital video recorders (DVRs) and PC applications. This multimode functionality—combined with a quick panel response time to minimize ghosting in motion video, and high brightness and contrast ratio—makes the HMLCD17L ideal for applications requiring a VGA display with composite video capabilities.

The HMLCD17L features a rugged desktop stand and VESA-compliant mounting holes to easily adapt to different wall and ceiling mounts. These monitors automatically detect and display the correct video format (NTSC or PAL) and are powered by an auto-ranging power supply. Adjustments of standard monitor display parameters are made using user-friendly on-screen menus and front panel controls.

#### Market Opportunities

With composite and VGA inputs, the HMLCD17L is the perfect choice to pair with any embedded or PC-based digital video recorder and is a direct replacement for both CRT and PC monitors. Because the HMLCD17L has a small form factor that efficiently maximizes the viewing area, it's perfect for use in confined viewing areas.

#### Features

- Resolution, SXGA 1280 x 1024
- Brightness, 300 cd/m2
- Contrast ratio, 500:1
- Response time, 8 ms
- Analog RGB (15-pin DB-type) input
- 1 BNC and 1 RCA composite video input
- Two built-in speakers
- Convenient front-panel controls
- Power failure function provides auto turn-on in case of power failure
- VESA DDC mounting compliant



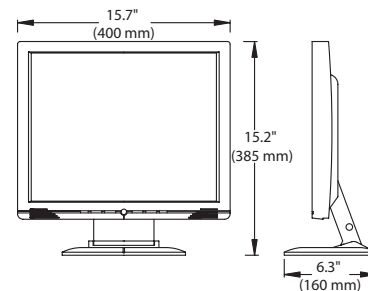


# HMLCD17L L-Series LCD Monitor [www.honeywellvideo.com](http://www.honeywellvideo.com)

## SPECIFICATIONS

Video	
Video Standard	NTSC / PAL - auto select
Input Signal Video	Composite: 0.6~1 Vp-p @75 ohm Y: 1.0 Vp-p C: 0.3 Vp-p
Horizontal Frequency	PC: 31K~81 kHz Video: 15750 Hz NTSC (15625 Hz PAL)
Vertical Frequency	PC: 56~75 Hz Video: 60 Hz NTSC (50 Hz PAL)
Audio Speaker	2 x 2.0 W / 8 ohm
Resolution	SXGA 1280 x 1024
Pixel Type	Active Matrix TFT
Pixel Dimension	0.264 x 0.264
Display Colors	16.7 million colors
Brightness	300 cd/m2
Contrast Ratio	500:1
Response Time	8 ms
Display Ratio	4:3
Viewing Angle	L/R: 70/70° U/D: 70/60°
Electrical	
Input Voltage	100~240 VAC, 50/60 Hz
Operating Voltage	12 VDC from power supply (included)
Power Consumption	50 W (maximum); <5 W standby
Audio Power	2 x 2W
Audio Input Level	-8 dBm
Controls	
On Screen Display (OSD)	Auto Config, Brightness, Contrast, Color-Temp, Position, Image Quality, Menu
OSD Languages	English, French, Italian, Spanish, German, Traditional Chinese
Front Panel Controls	Auto/Enter, Power, Menu, Up, Down

Mechanical	
Dimensions (W x H x D)	15.7" x 15.2" x 6.3" (400 mm x 385 mm x 160 mm)
Weight	Unit: 11.0 lb (5.0 kg) Shipping: 15.0 lb (7.0 kg)
Construction	Housing: Hi-impact plastic Finish: Black matte
Connectors	Video Inputs: 1 x BNC, 1 x RCA, 1 x VGA (15 pin D-sub)
	Audio Inputs: 2 x RCA (L+R, 1 set) 1 x PC Audio, Ø 3.5 mm Jack
	Power Input: 5.5 x 2.1 mm barrel connector, center positive
Environmental	
Temperature	Operating: 5° to 104° F (5° to 40° C) Storage: 4° to 140°F (-20° to 60°C)
Relative Humidity	20% to 85%
Regulatory	
Emissions	FCC: Part 15, Class B CE: EN 55022 Class B
Immunity	CE: EN 50130-4 6100-4-3
Safety	UL/C-UL: UL60950-1 CE: TUV-GS EN60950-1 CCC: GB4943
Accessories	
HMLCDTM	Tilting wall mount, VESA standard
HMLCDCM	Ceiling mount, VESA standard
HMLCDARM	Articulating arm mount, VESA standard
HMLCDFM	Fixed wall mount, VESA standard



Ordering	
HMLCD17L	17" L-Series LCD monitor, NTSC/PAL, NA power cord
HMLCD17LX	17" L-Series LCD monitor, NTSC/PAL, UK and Continental Europe power cord

**NOTE:** Honeywell reserves the right, without notification, to make changes in product design or specifications.

### Honeywell Security

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1.800.796.CCTV  
[www.honeywell.com](http://www.honeywell.com)

L/LS17LCDD/D  
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# Honeywell

## HD4MDIP

www.honeywellvideo.com

### EQUIP® SERIES 720P TRUE DAY/NIGHT RUGGED INDOOR/OUTDOOR DOME NETWORK CAMERA

Honeywell's latest addition to the EQUIP® Series of IP-based products, the HD4MDIP is a high definition, True Day/Night rugged indoor/outdoor fixed mini-dome camera. This ultra compact and vandal-resistant camera provides extremely crisp images at minimal bandwidth. The HD4MDIP provides 720p resolution at full frame rate. Progressive scan technology and 2D edge enhancement provide outstanding clarity and definition. Digital Noise Reduction results in significant storage savings without sacrificing image quality in low light. The 1/4" progressive scan CMOS sensor offers the latest in digital video surveillance technology with accurate color rendition through a wide variety of lighting conditions.

The HD4MDIP integrates a camera and lens in an ultra compact, single piece, tamper proof unit for fast and easy installation in any application. The camera comes complete with surface and flush mounting options (compatible with a 4S electrical box), and optional wall and pendant mount kits are available.

In addition to the low light color performance, the camera will automatically switch to black and white. In this mode, lighting can be complemented with infrared for discreet/covert low light surveillance with exceptional monochrome images.

A 3-D axis gimbal capable of 360° of pan, 180° of tilt and 360° of horizontal rotation simplifies mechanical camera adjustment. The Vari-focal Auto Iris lens allows the field of view to be adjusted to suit the scene requirements, and an onboard analog output allows the installer to connect a local test monitor while adjusting the scene.

A powerful and intuitive web client allows fine tuning of the camera. This can also be performed from most DVR/NVR setup utilities.

The HD4MDIP supports dual video streams and multiple compression formats with rates up to 30 frames per second (25 fps for PAL systems). The digital compression parameters for the two video streams are independently configurable. A third analog stream can be utilized for failover and local viewing, and is also valuable when retrofitting onto an existing analog input DVR or encoder (full resolution not available).

With built-in low current Power over Ethernet (IEEE 802.3af), Class 1, power is supplied to the camera using standard network cabling, eliminating the need for a separate power supply and associated wiring. In retrofit situations where PoE switching does not exist, the unit can also be powered directly from 24 VAC.

#### Market Opportunities

The HD4MDIP is perfect for installations where excellent picture clarity at minimal bandwidth is required. At three times the resolution of standard analog cameras, yet with similar bandwidth requirements, the HD4MDIP can be retrofitted on many existing DVR/NVR installations without requiring additional storage. Its discreet, vandal-resistant, outdoor design provides maximum protection against dust, dirt, and water, and is also impact resistant. This provides optimum performance for both indoor and outdoor applications.

#### Features

- Outstanding image quality, 720p (1280 X 720) resolution
- 30 fps (25 fps PAL) progressive scan
- True Day/Night, 3.3-12 mm VFAI lens with removable IR cut filter
- Camera tamper detection
- Video motion detection
- Wall and pendant mount kit available
- Selectable compression formats
- Dual digital video streams simultaneously, independently configurable
- Remote firmware update
- Supports both dynamic and static IP address assignment
- Includes advanced IP locator software to make system setup easy
- Web server for remote setup of camera video and network parameters
- Choice of 24 VAC or PoE IEEE 802.3af class 1 power inputs
- Supports input and output alarm contacts
- Supports bidirectional audio
- Rugged polycarbonate dome

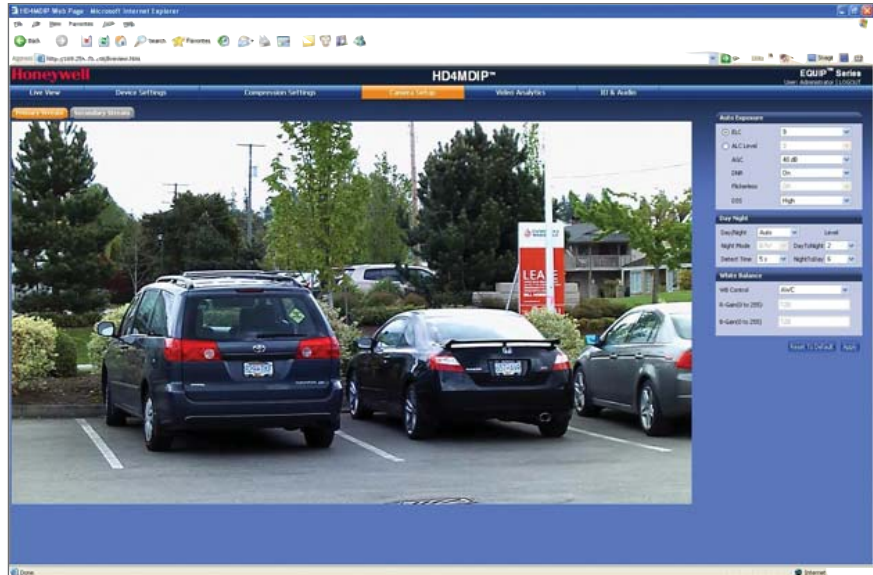




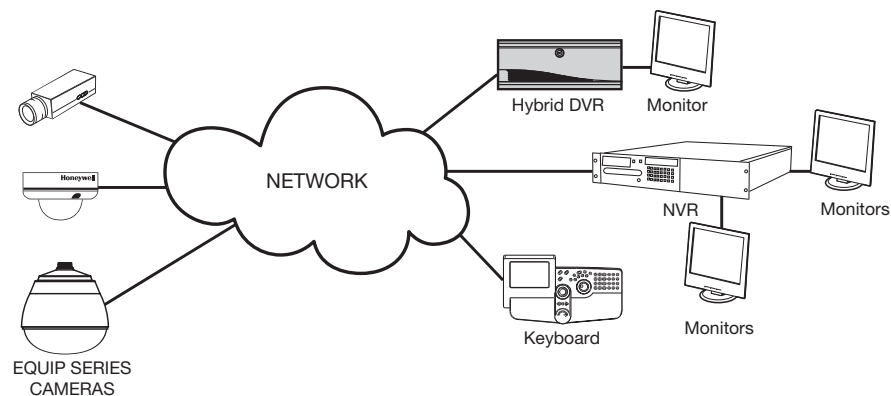
## HD4MDIP

### SPECIFICATIONS

Like all cameras in the EQUIP Series, the HD4MDIP network camera uses Honeywell technology for camera video motion detection, tamper detection, remote firmware updating, and for secure storage of all camera settings. Video motion detection recognizes object motion within the field of view; then a simple on-screen notification alerts the user. Camera tamper detection notifies the user when a camera's field of view is altered, obstructed, or blurred. This ensures the video's integrity and alerts the customer to either a live event or a system problem that is causing disruption to the video stream. Honeywell's technology also allows users to remotely upload firmware to the camera. Setup is quick and easy and can be customized through a web client or from an NVR or DVR. The built-in web server provides password protected access to the camera's video and network setup.



### System Diagram



## HD4MDIP

### SPECIFICATIONS

Operational	
Video Standard	NTSC, PAL
Scanning System	Progressive scan
Image Sensor	1/4" CMOS
Number of Pixels (H x V)	1280 x 720
Minimum Illumination	0.25 lux color/0.22 lux BW @ 50 IRE, F1.6 0.11 lux color/0.09 lux BW @ 30 IRE, F1.6
Automatic Lens Control	DC Iris Level 1-25
Video Output (AUX)	1.0 Vp-p @ 75 Ohms
S/N Ratio	50 dB or more (AGC off)
Auto Gain Control	Off/On, selectable (10-40 dB)
Automatic Electronic Shutter	1/60-1/24,500 (NTSC) 1/50-1/24,500 (PAL)
Lens Type	True Day/Night (TDN), 3.3-12.0 mm Vari-focal Auto Iris, F1.6
White Balance	AWC, AWC Push, Manual
Audio/Two-Way	Line in/out
Electrical	
Input Voltage	24 VAC, PoE IEEE 802.3af, Class 1
Input Range	17-28 VAC
Surge Suppression	1.5 kW transient
Power Consumption	3.5 W (max)
Mechanical	
Dimensions (W x H x D)	See Diagram
Weight	3.0 lb (1.3 kg) camera only
Construction	Housing: Die cast Aluminum Finish: Cool Gray Powder Coat Dome: Polycarbonate
Connector	Video Output (AUX): 2-pin Molex connector Power Input: Removable screw block Alarm I/O: Removable screw block Network: RJ45 connector Audio In: Removable screw block Audio Out: Removable screw block

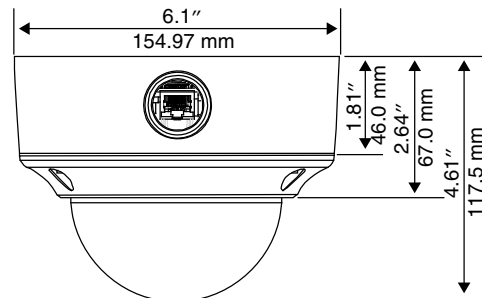
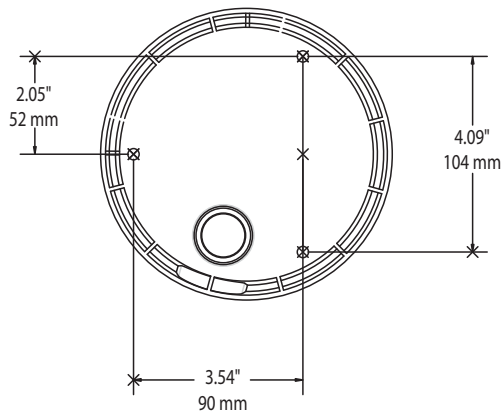
Environmental			
Temperature	Operating: 14°F to 122°F (-10°C to 50°C) Storage: -4°F to 140°F (-20°C to 60°C)		
Relative Humidity	0% to 85%, non-condensing		
IP Specifications			
Video Compression	Industry standard compression		
Resolutions 1280 x 720 800 x 450 640 x 360 320 x 180	Bit Rate (Typical)* 3 Mbps 2 Mbps 1 Mbps 0.35 Mbps	Frame Rate 30/25 30/25 30/25 30/25	Storage/Day (GB) 31.64 21.09 10.55 3.69
Frame Rate NTSC/PAL	Up to 30/25 fps		
Video Streaming	Dual streaming: MPEG-4 and MJPEG Controllable frame rate and bandwidth Constant or variable bit rate (MPEG-4)		
Security	Multiple user access levels with password protection		
Users	1 Administrator or 1 Guest		
Video Access from Web Browser	Camera live view for 1 client. Full control of all camera settings available to administrator		
Minimum Web Browsing Requirements	Pentium IV CPU 3.1 GHz or equivalent AMD, 1 GB RAM, AGP graphics card (32 MB RAM) Windows® XP/2003, Internet Explorer 6.0 or later		
Installation and Management Maintenance	Honeywell IP Utility software identifies the IP address, checks status of device, Firmware upgrades over HTTP		
Supported Protocols	HTTP, TCP, RTSP, RTP, UDP, ARP, DNS, RTCP, FTP, ICMP, DHCP, Bonjour, IGMP, Telnet		
Regulatory			
Emissions	FCC, CE (EN55022)		
Immunity	CE (EN55024)		
Safety	EU: LVD 2006/95/EC, UL60950		

\* Actual bit rate is scene and motion dependent

\* Actual bit rate is scene and motion dependent

## SPECIFICATIONS

System Compatibility	
Honeywell Products	
Hybrid DVRs	
Fusion IV	Full Featured Hybrid Digital Video Recorder, v4.00.6405 or higher
NVRs	
Enterprise NVR Series	Enterprise Class Digital Network Video Recorder System, version 5.75 build 19 or higher
MAXPRO VMS/IP Engine	v R200 SP1 or higher
Fusion IV	v4.00.6405 or higher
Third-Party Products	
Refer to the Honeywell Open Technology Alliance for a comprehensive list of compatible products to which this device is integrated.	
Accessories	
Housing and Mounts	
HD4DIP-PK	Pendant Mount Bracket
HD4DIP-WK	Wall Mount Bracket



Ordering	
HD4MDIP	Network, True Day/Night Rugged Fixed Dome, 1/4" Progressive Scan, CMOS, 720p Resolution Camera, 3.3-12 mm VFAI, 24 VAC or PoE IEEE 802.3af, NTSC
HD4MDIPX	Network, True Day/Night Rugged Fixed Dome, 1/4" Progressive Scan, CMOS, 720p Resolution Camera, 3.3-12 mm VFAI, 24 VAC or PoE IEEE 802.3af, PAL

**NOTE:** Honeywell reserves the right, without notification, to make changes in product design or specifications.

**Honeywell Security Group**  
Honeywell  
2700 Blankenbaker Pkwy, Suite 150  
Louisville, KY 40299  
1.800.796.CCTV (2288)  
www.honeywell.com

L/HD4MDIP/D  
June 2010  
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**Honeywell**

## HCD92534

[www.honeywellvideo.com](http://www.honeywellvideo.com)

### IR BULLET CAMERA

The Honeywell HCD92534 IR bullet-style camera comes standard with IR illumination, making it perfect for 24/7 True Day/Night surveillance. When the ambient light drops below a user-defined threshold, the IR LEDs turn on, a mechanical IR cut filter within the camera switches, and the camera changes from color to black and white. Perfect color images are captured by day and clear black and white images at night.

The 2.8-10 mm F1.3 IR corrected aspherical Vari-focal Auto Iris lens offers a wide field of view range and no focus shift when the camera switches from day to night mode. Digital Noise Reduction (DNR) removes noise artifacts, improving the performance of motion detection and typically giving end users the ability to record for longer periods using their existing DVR unit. Digital Slow Shutter (DSS) technology improves the light sensitivity of the camera and extends its usable range.

The HCD92534 is easy to install and set up. Externally accessible screw gears adjust the field of view and the focus of the 2.8-10 mm lens. A bottom mounted porthole provides access to the onscreen display menu and IR power adjustment. The screw-tightened mounting bracket makes it difficult to knock the camera out of place. Adjust the camera position, then lock it down with the hexagonal bolts. The HCD92534 has concealed wiring so the wires cannot be cut or the camera disconnected or tampered with.

For easy installation, indoors or out, the HCD92534 mounts in minutes to a wall or ceiling. A mounting plate provides ease of installation onto electrical boxes.

#### Market Opportunities

The HCD92534 is a surveillance solution designed for object recognition that is required in locations where low light and variable light conditions exist. Setup is quick and easy and can be customized with on-screen displays and preset modes. This provides optimum performance for both indoor and outdoor applications including lobbies, atriums, vestibules, gated entrances, foyers, loading docks, and driveways.

#### Features

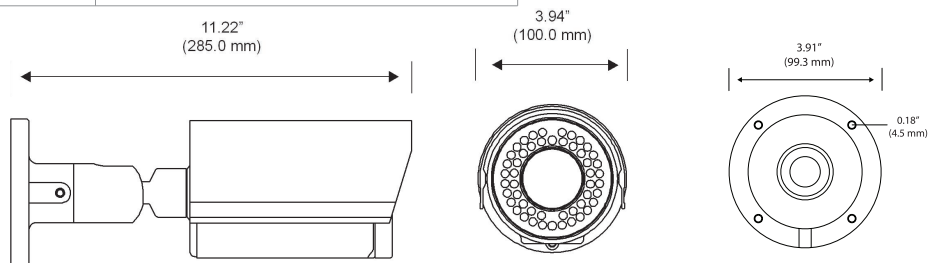
- Discreet, bullet-style camera with switchable IR cut filter and 49 IR LEDs
- 2.8 – 10 mm, F1.3 Vari-focal Auto Iris IR corrected lens with external adjustments for zoom and focus
- High Resolution Color: 530 TVL - 1/3" Sony Super HAD CCD
- Digital Noise Reduction technology for noise free images
- On Screen Display menu for quick setup of camera
- Four position day/night threshold setting to accommodate the switching on of the IR LEDs under different ambient lighting conditions
- One power connection self-configures to 12 VDC or 24 VAC with transient surge protection
- Privacy Image Masking - Four programmable zones



## SPECIFICATIONS

Video	
Video Standard	NTSC or PAL
Scanning System	525/60 lines (NTSC) 625/50 lines (PAL)
Image Sensor	1/3" Sony Interline CCD sensor
Number of Pixels (H x V)	HCD92534: 768 x 494 (NTSC) HCD92534X: 752 x 582 (PAL)
Minimum Illumination	0 lux, operates in complete darkness
Horizontal Resolution	>530 TVL
Video Output	1.0 Vp-p @ 75 Ohms
Sync System	12 VDC: Internal 24 VAC: (Internal or Line lock)
S/N Ratio	50 dB or more (AGC off)
Auto Gain Control	Off/On, selectable
ALC	Adjustable level control
Automatic Electronic Shutter	1/60–1/100,000 sec (NTSC) 1/50–1/100,000 sec (PAL)
Lens Type	2.8 – 10.0 mm Vari-focal Auto Iris, IR corrected F1.3
Horizontal Field of View	99°–27°
White Balance	ATW/AWC/Manual
Line Lock Phase Adjustment	+/- 180 ° adjustable line lock vertical phase
BLC	Off/On, selectable
Gamma	0.45
IR LEDs	850 nm, 49 LEDs
IR Illumination Distance	75 ft (24 m) – 100 ft (30 m), depending on scene reflectivity
DNR	High/Medium/Low
DSS	2X–128X
Electrical	
Input Voltage	12 VDC/24 VAC
Input Range	11–16 VDC, 17–28 VAC
Surge Suppression	1.5 kW transient
Power Consumption	15 W (max) with IR LEDs on

Mechanical			
Dimensions	See Diagram		
Weight	2.8 lb (1.27 kg)		
Construction	Housing: Brushed and anodized aluminum with sunshield Finish: Brushed and anodized aluminum		
Mounting Plate	Connection to 4S junction box		
Connector	Main Video Output: BNC connector Aux Video Output: 2-pin connector for video test cable Power Input: Tinned leads		
Environmental			
Temperature	Operating: -13°F to 122°F (-25°C to 50°C) Storage: -35°F to 140°F (-35°C to 60°C)		
Relative Humidity	0% to 85%, non-condensing		
Rating	IP66		
Regulatory			
Emissions	FCC: Part 15, Class B CE: EN 55013		
Immunity	CE: EN50130-4		
Safety	EU: 73/23/EEC LVD		
Accessories			
Transformers			
HPT2420	24 VAC, 20 VA Class 2 plug-in with thermal cut-out		
HPT2440	24 VAC, 40 VA Class 2 plug-in with thermal cut-out		
Power Supplies			
UL Listed	Fused	Smart Fused	Description
HPTV2404UL	HPTV2404	HPTV2404CB	4 A, 4 Output
HPTV2408UL	HPTV2408	HPTV2408CB	4 A, 8 Output
HPTV2416UL	HPTV2416	HPTV2416CB	8 A, 16 Output



Ordering	
HCD92534	1/3" CCD IR Bullet Camera, TDN, 530 TVL, 2.8-10 mm, 49 IR LED, NTSC
HCD92534X	1/3" CCD IR Bullet Camera, TDN, 530 TVL, 2.8-10 mm, 49 IR LED, PAL

**NOTE:** Honeywell reserves the right, without notification, to make changes in product design or specifications.

### Honeywell Security

Honeywell Video Systems  
2700 Blankenbaker Pkwy, Suite 150  
Louisville, KY 40299  
1.800.796.CCTV  
www.honeywell.com

L/HCD92534/D  
May 2007  
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# Honeywell

**EXHIBIT B**

**CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN**

**FOR**

**DAKOTA PARK APARTMENTS**

**CPTED**  
**Crime Prevention**  
**Through Environmental**  
**Design**

**Field Review and Proposal Report**

**For**

**DAKOTA PARK APARTMENTS**

**1409 North Kettles Avenue**

**Lakeland, Florida 33805**

**PREPARED BY:**

**Cynthia L. Sharp, Florida Crime Prevention Practitioner  
& CPTED Specialist**

**The Lakeland Police Department  
219 North Massachusetts Avenue  
Lakeland, Florida 33801**

**Phone: 863-834-2973**

**Date: July 18, 2013**



# **CPTED (Crime Prevention Through Environmental Design)**

## **FIELD REVIEW**

### **Dakota Park Apartments**

**1409 North Kettles Avenue  
Lakeland, Florida 33805**

**Survey completed by FCPP Cynthia Sharp #672, from March – June 2013**

Dakota Park Apartments, a low-income housing complex, is comprised of 40 apartment rental units. The apartments are housed in six (6) separate buildings and one (1) building that houses the office, community room and apartments. There are four (4) 2-story buildings and two (2) one story buildings. The office building is unoccupied.





### CONCERNS:

- Vandalism
- Terrorism
- Unauthorized foot and vehicle traffic
- Robbery
- Personal Safety
- Theft
- Drug Activities from within and outside the complex
- Gang activity

### SOME CONTRIBUTORS TO DEFINED/IDENTIFIED PROBLEMS:

1. Problem is within apartment complex area and the surrounding neighborhood and community. Primary source comes from outside the apartment complex area. However, some of the residents are also a part of the problem, either customer's of drug dealers or as offenders. Gang activity seems to be coming from outside the area, primary reason is drugs. (This information was collected by interviewing residents and staff that works on-site).
2. A fear of retaliation is a well known deterrent to crime prevention activity by citizens. Residents and staff are reluctant to become involved with a crime prevention initiative out of fear of physical retaliation by the drug dealers, gang members and others.
3. Population changes make it difficult. Simple turnover in residents, ordinary movement in society and increased turnover due to negative neighborhood conditions add to the defined problems.

### TERRITORIALITY:

The property is clearly defined private space from public space through the use of signage, fencing and parking area entrances. The signage defines ownership being private and the intended purpose of the facility.

### NATURAL SURVEILLANCE:

The property allows for natural surveillance. There are weaknesses on the property that can be found through some of the landscape. The natural environment does permit observation for normal behavior and/or abnormal behavior. Areas can be found that would allow an intruder on property without confrontation. The lighting for nighttime illumination partially exists.

### ACCESS CONTROL:

The property has around its perimeter different variations of access control.

ITEMIZED LISTING OF AREAS IN NEED OF CHANGE, IMPROVEMENT, AND MODIFICATION:

1. Install CCTV Cameras
2. Paint
3. Landscaping
4. Lighting
5. Maintenance
6. Implement recreational programs for the youth and adults.
7. Include crime prevention and security training yearly for staff.
8. Implement a neighborhood watch program.

CPTED (Crime Prevention Through Environmental Design)

PROPOSAL REPORT

Crime prevention is not a “one size fits all” effort. Dakota Park Apartments may or may not require more attention and ingenuity in crafting effective strategies. There is importance of thorough analysis of problems and needs, as well as effectiveness in reducing crime and/or preventing crime. The integration of strategies to modify the use and management of the Dakota Park Apartments in strengthened environmental design and redesign, are a practical approach to crime prevention. Place-specific crime prevention builds on CPTED and draws on the results of research on active crime prevention tactics to emphasize modification of design, use and management of above-mentioned apartment/housing complex to prevent and reduce crime. Physical design changes, and policy changes or additions and personnel involvement can be combined effectively to combat any criminal activity, reduce disorder, improve safety and enhance the quality of life.

CPTED CHANGES AND ADDITIONS

1. Install CCTV Cameras: It is suggested to install CCTV Camera's in areas of concern and the common areas.

2. Paint: On the date of the initial on-site review, the paint on the buildings was in progress of being painted a dark pigmented color base. It was suggested that the pigment was dark and may be an invitation to entertain negative unsolicited behavior. The paint color had been changed after initial field review and reflects a lighter pigmented base color.



Dark pigmented base color of paint.

Changed after initial field review to a new coat of paint that reflects the light pigmented base color.



3. Landscaping: It is suggested to keep landscaping trimmed to a height of 2'-3' to allow for natural surveillance. (Examples below of landscaping on property that is obscuring view and would need trimmed)





Nice use and maintenance of landscaping.



4. Lighting: It is suggested to install more lighting in the playground area, the parking lot that is located on the north side of the property and behind the 1 story apartment building that is located to the east of the property. It is suggested to install sidewalk lamp posts to illuminate the walkways. It is suggested to install wall pack lighting on each end of all the buildings to allow for illumination of walk ways from parking areas to residential areas.





5. Maintenance: It is suggested to maintain lighting and landscaping. At time of night survey, there were several individual unit lights that were not working properly or were dim in appearance. It is suggested to keep all walkways clear of any debris, such as mulch, rock or broken glass.



6. Implement recreational programs for the youth and adults

7. Include crime prevention and security training yearly for staff
8. Implement a neighborhood watch program

Note: The property is well maintained and manicured with the exception of what was noted in recommendations. Attached to this review is a copy of the original CPTED review that was completed in 1998. Dakota Park Apartments has made considerable improvements over the years in moving toward effectively combating any criminal activity, reducing disorder, improving safety and enhancing the quality of life for their residents.

The purpose of this survey is to provide security recommendations. This report is only advisory and is not intended to identify all security weaknesses or to warrant the adequacy of all present and future security measures whether or not recommended.

**EXHIBIT C**

**SITE PLAN DETAILING THE LOCATION OF EACH**

**DAKOTA PARK "HOTSPOT"**



Dakota Park Apartments

LEGAL DESCRIPTION:  
THE SOUTH 34120 FEET OF THE SE ¼ OF THE SW ¼ OF SECTION 12, TOWNSHIP 28, RANGE 23 EAST, LESS AND EXCEPT THE EAST 23250 FEET THEREOF AND LESS AND EXCEPT THE SOUTH 3675 FEET THEREOF FOR ROAD RIGHT-OF-WAY.  
PARCEL ID. NUMBER: 122823-000000-04010

PROJECT REQUIREMENTS:

LOT SIZE:

APARTMENT COMPLEX: EXISTING

CONSTRUCTION TYPE: 5

NEW BUILDING CONSTRUCTION TYPE: 5

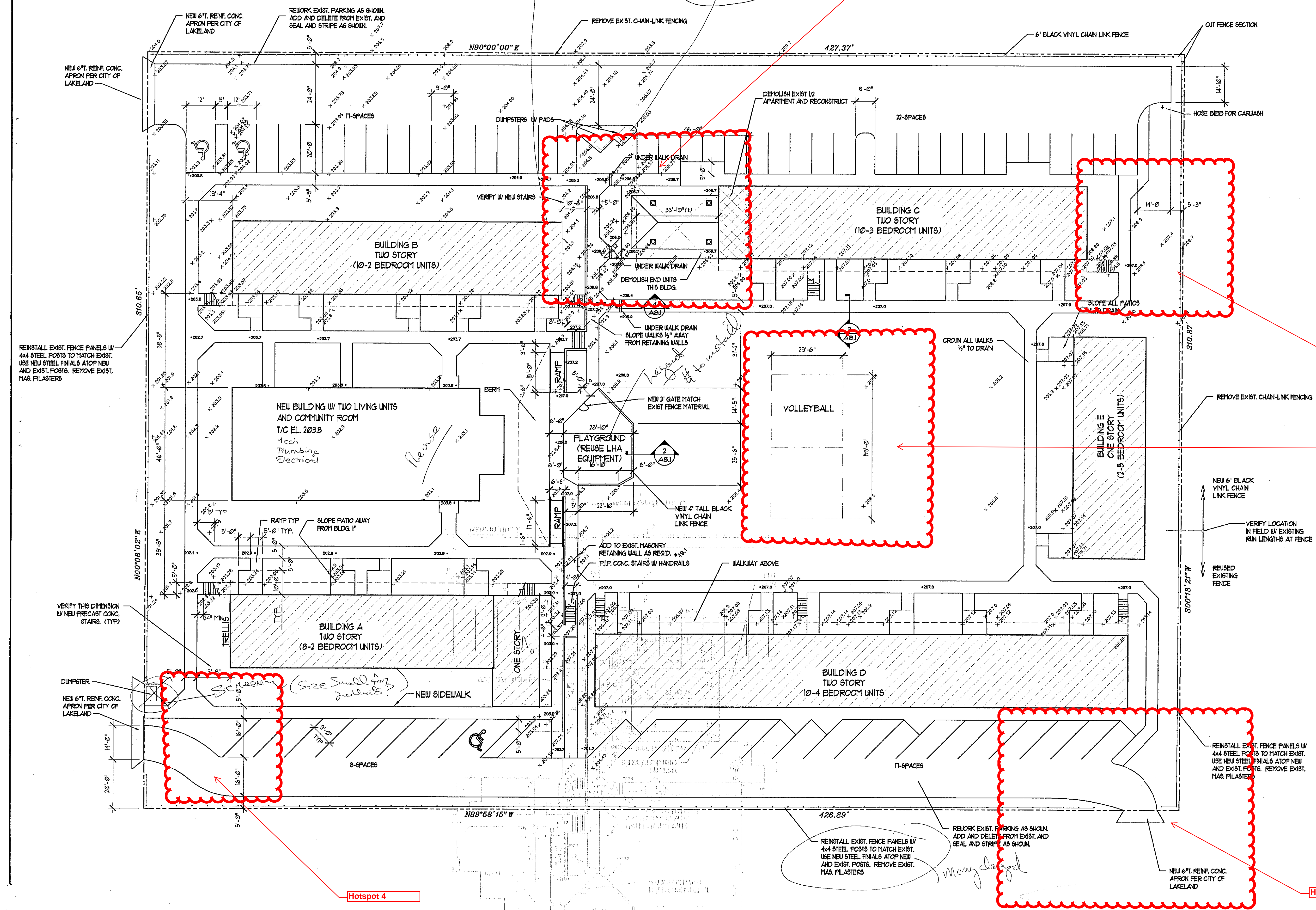
NO. OF UNITS:

- 18-TWO BEDROOM
- 10-THREE BEDROOM
- 10-FOUR BEDROOM
- 2-FIVE BEDROOM

NOTE: 2-UNITS SHALL BE DEMOLISHED @ BLDG. 'C' AND ONE 2-BEDROOM AND ONE 3-BEDROOM HANDICAPPED ACCESSIBLE UNIT SHALL BE INCLUDED IN THE NEW BUILDING

PARKING:

NUMBER OF PARKING SPACES REQUIRED: 80  
NUMBER OF EXISTING PARKING SPACES: 62  
NUMBER OF SPACES PROVIDED: 64

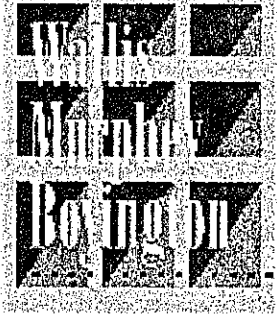


NOTE: NEW SIDEWALK AND PATIO ELEVATIONS SHALL BE ESTABLISHED IN THE FIELD WITH THE ARCHITECT.

CONSULTANTS:

DATE:

REVISION:



110 South Kentucky Avenue  
Lakeland, Florida 33801  
Phone: 883 687-3573  
Fax: 883 683-6370  
WMBARCHS.com  
Corporate License No. AAC001165

Refurbishing, Alterations, & Additions to  
Dakota Park Apartments  
1409 Kettles Ave. N.  
Lakeland, Florida

DWG. TITLE: PROPOSED SITE PLAN

DR. BY: WAL  
CHKD. BY: MW  
DATE: 7/21/01  
SCALE: 1"=20'-0"  
PROJ. NO.: 00109  
DWG. No.:  
A11  
SHT. OF:

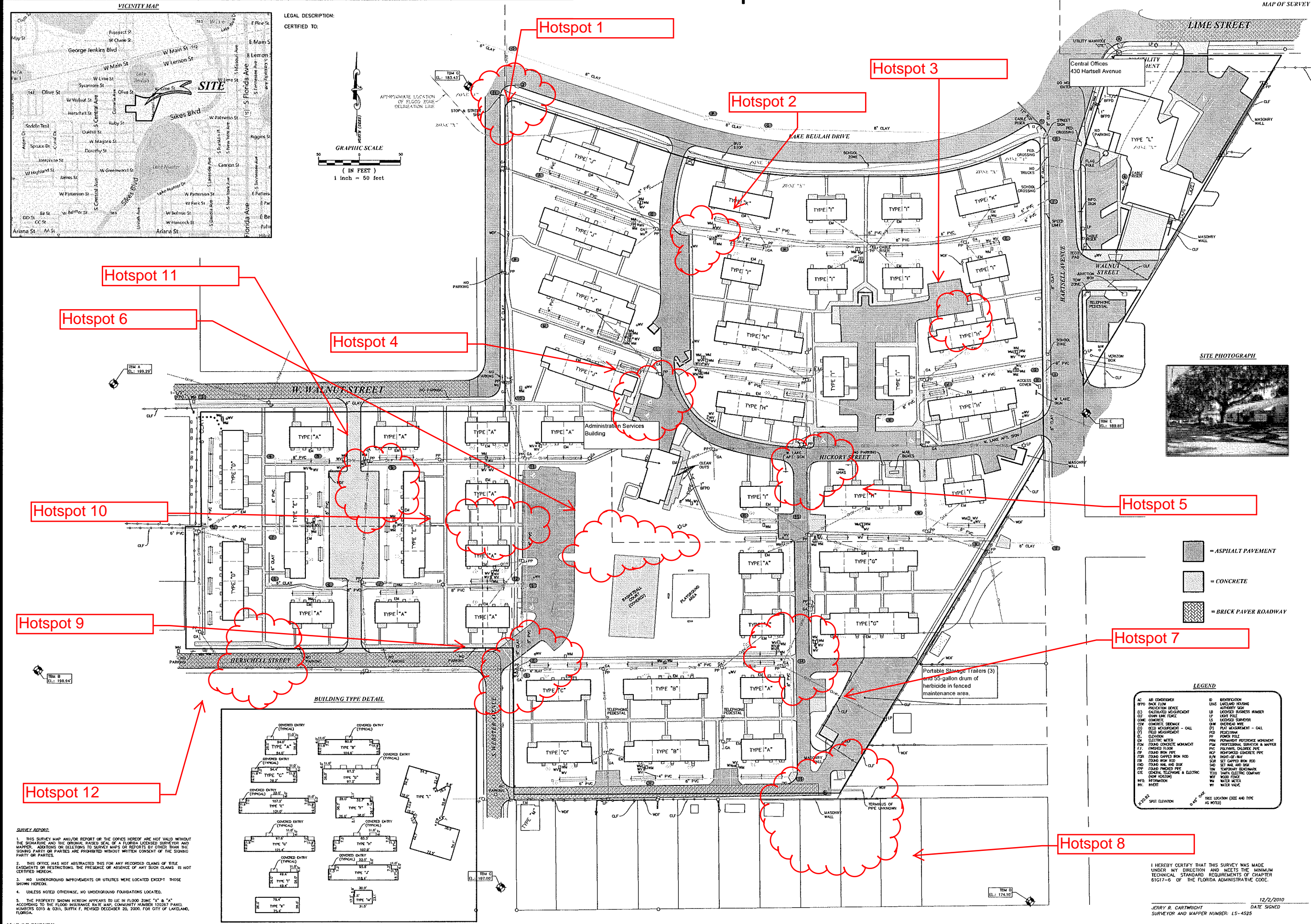


**EXHIBIT D**

**SITE PLAN DETAILING THE LOCATION OF EACH**

**WESTLAKE "HOTSPOT"**

# Westlake Apartments



**EBI Surveying**  
8415 Sunstate Street  
Tampa, Florida 33634  
Phone: (813) 886-6000 / Fax: (813) 886-6081  
Certificate of Authorization Number: LB-7652

**ALTA / ACSM LAND TITLE BOUNDARY AND TOPOGRAPHIC SURVEY**  
**LAKELAND HOUSING AUTHORITY**  
**501 HARTSELL AVENUE**  
A PORTION OF SECTION 23, TOWNSHIP 28 SOUTH, RANGE 24 EAST  
POLK COUNTY, FLORIDA

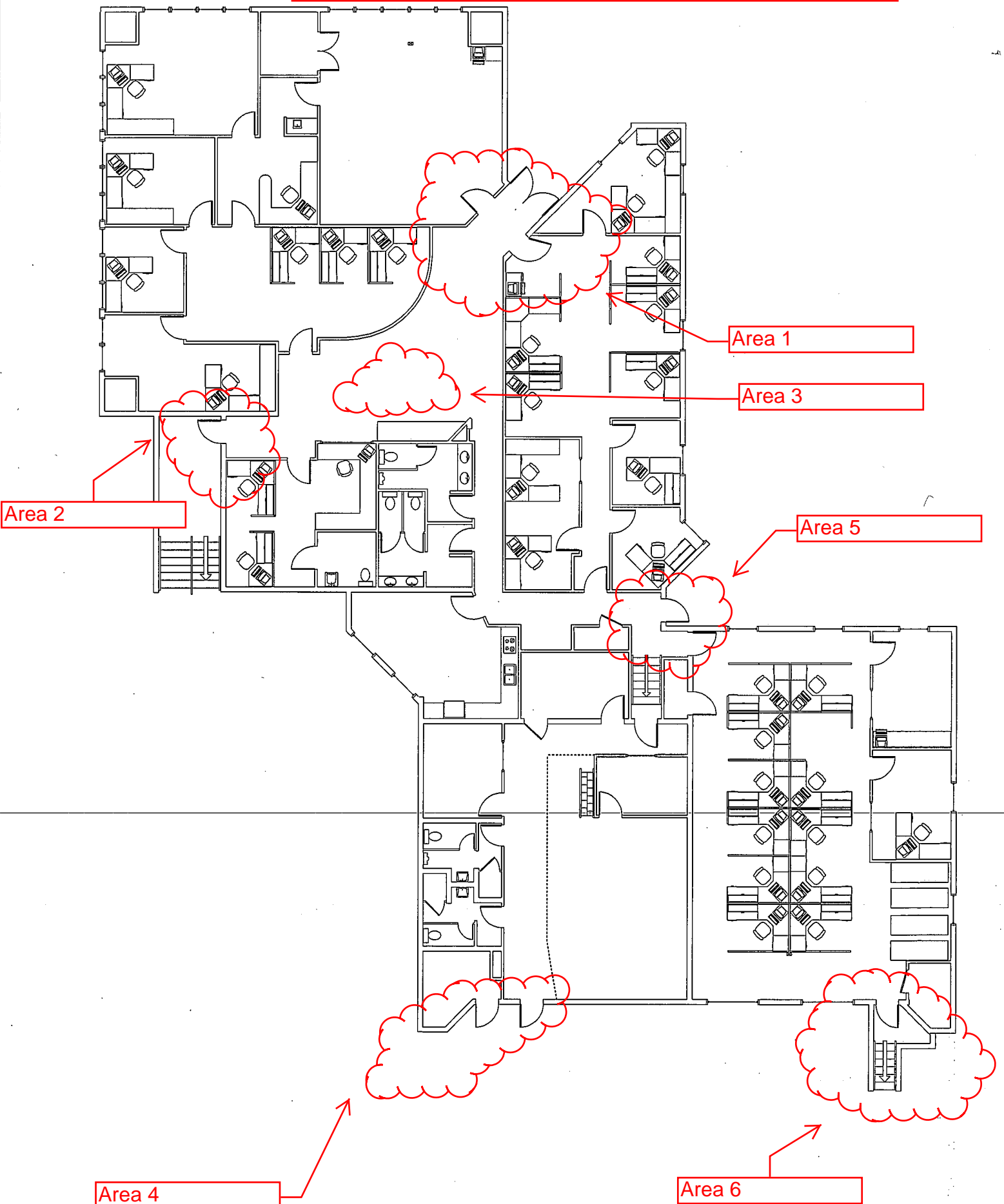
**REVISIONS:** APPD.  
**DATE OF SURVEY:** 11/03/2010  
**DRAWN:** JBC  
**CHECKED:** JBC  
**FILE:** LHA09B0X.dwg  
**SCALE:** 1" = 80'  
**PROJECT NUMBER:** LHAH0009  
**SHEET NO.:** 1

**1**  
OF 1

## **EXHIBIT E**

### **FLOOR PLAN SPECIFYING THE LOCATION OF EACH AREA REQUIRING COVERAGE AT THE LHA ADMINISTRATION BUILDING**

# LHA Administration Building



Thursday, June 23, 2011

Central9

## **ATTACHED FORMS**



# Instructions to Offerors Non-Construction

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing



- 03291 -

## 1. Preparation of Offers

(a) Offerors are expected to examine the statement of work, the proposed contract terms and conditions, and all instructions. Failure to do so will be at the offeror's risk.

(b) Each offeror shall furnish the information required by the solicitation. The offeror shall sign the offer and print or type its name on the cover sheet and each continuation sheet on which it makes an entry. Erasures or other changes must be initialed by the person signing the offer. Offers signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the HA.

(c) Offers for services other than those specified will not be considered.

## 2. Submission of Offers

(a) Offers and modifications thereof shall be submitted in sealed envelopes or packages (1) addressed to the office specified in the solicitation, and (2) showing the time specified for receipt, the solicitation number, and the name and address of the offeror.

(b) Telegraphic offers will not be considered unless authorized by the solicitation; however, offers may be modified by written or telegraphic notice.

(c) Facsimile offers, modifications or withdrawals will not be considered unless authorized by the solicitation.

## 3. Amendments to Solicitations

(a) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

(b) Offerors shall acknowledge receipt of any amendments to this solicitation by

- (1) signing and returning the amendment;
- (2) identifying the amendment number and date in the space provided for this purpose on the form for submitting an offer,
- (3) letter or telegram, or
- (4) facsimile, if facsimile offers are authorized in the solicitation. The HA/HUD must receive the acknowledgment by the time specified for receipt of offers.

## 4. Explanation to Prospective Offerors

Any prospective offeror desiring an explanation or interpretation of the solicitation, statement of work, etc., must request it in writing soon enough to allow a reply to reach all prospective offerors before the submission of their offers. Oral explanations or instructions given before the award of the contract will not be binding. Any information given to a prospective offeror concerning a solicitation will be furnished promptly to all other prospective offerors as an amendment of the solicitation, if that information is necessary in submitting offers or if the lack of it would be prejudicial to any other prospective offerors.

## 5. Responsibility of Prospective Contractor

(a) The HA shall award a contract only to a responsible prospective contractor who is able to perform successfully under the terms and conditions of the proposed contract. To be determined responsible, a prospective contractor must -

- (1) Have adequate financial resources to perform the contract, or the ability to obtain them;

- (2) Have a satisfactory performance record;
- (3) Have a satisfactory record of integrity and business ethics;
- (4) Have a satisfactory record of compliance with public policy (e.g., Equal Employment Opportunity); and
- (5) Not have been suspended, debarred, or otherwise determined to be ineligible for award of contracts by the Department of Housing and Urban Development or any other agency of the U.S. Government. Current lists of ineligible contractors are available for inspection at the HA/HUD.

(b) Before an offer is considered for award, the offeror may be requested by the HA to submit a statement or other documentation regarding any of the foregoing requirements. Failure by the offeror to provide such additional information may render the offeror ineligible for award.

## 6. Late Submissions, Modifications, and Withdrawal of Offers

(a) Any offer received at the place designated in the solicitation after the exact time specified for receipt will not be considered unless it is received before award is made and it -

- (1) Was sent by registered or certified mail not later than the fifth calendar day before the date specified for receipt of offers (e.g., an offer submitted in response to a solicitation requiring receipt of offers by the 20th of the month must have been mailed by the 15th);
- (2) Was sent by mail, or if authorized by the solicitation, was sent by telegram or via facsimile, and it is determined by the HA/ HUD that the late receipt was due solely to mishandling by the HA/ HUD after receipt at the HA;
- (3) Was sent by U.S. Postal Service Express Mail Next Day Service - Post Office to Addressee, not later than 5:00 p.m. at the place of mailing two working days prior to the date specified for receipt of proposals. The term "working days" excludes weekends and U.S. Federal holidays; or
- (4) Is the only offer received.

(b) Any modification of an offer, except a modification resulting from the HA's request for "best and final" offer (if this solicitation is a request for proposals), is subject to the same conditions as in subparagraphs (a)(1), (2), and (3) of this provision.

(c) A modification resulting from the HA's request for "best and final" offer received after the time and date specified in the request will not be considered unless received before award and the late receipt is due solely to mishandling by the HA after receipt at the HA.

(d) The only acceptable evidence to establish the date of mailing of a late offer, modification, or withdrawal sent either by registered or certified mail is the U.S. or Canadian Postal Service postmark both on the envelope or wrapper and on the original receipt from the U.S. or Canadian Postal Service. Both postmarks must show a legible date or the offer, modification, or withdrawal shall be processed as if mailed late. "Postmark" means a printed, stamped, or otherwise placed impression (exclusive of a postage meter machine impression) that is readily identifiable without further action as having been supplied and affixed by employees of the U.S. or Canadian Postal Service on the date of mailing. Therefore, offerors should request the postal clerk to place a hand cancellation bull's-eye postmark on both the receipt and the envelope or wrapper.

(e) The only acceptable evidence to establish the time of receipt at the HA is the time/date stamp of HA on the offer wrapper or other documentary evidence of receipt maintained by the HA.

(f) The only acceptable evidence to establish the date of mailing of a late offer, modification, or withdrawal sent by Express Mail Next Day Service-Post Office to Addressee is the date entered by the post office receiving clerk on the "Express Mail Next Day Service-Post Office to Addressee" label and the postmark on both the envelope or wrapper and on the original receipt from the U.S. Postal Service. "Postmark" has the same meaning as defined in paragraph (c) of this provision, excluding postmarks of the Canadian Postal Service. Therefore, offerors should request the postal clerk to place a legible hand cancellation bull's eye postmark on both the receipt and the envelope or wrapper.

(g) Notwithstanding paragraph (a) of this provision, a late modification of an otherwise successful offer that makes its terms more favorable to the HA will be considered at any time it is received and may be accepted.

(h) If this solicitation is a request for proposals, proposals may be withdrawn by written notice, or if authorized by this solicitation, by telegram (including mailgram) or facsimile machine transmission received at any time before award. Proposals may be withdrawn in person by a offeror or its authorized representative if the identity of the person requesting withdrawal is established and the person signs a receipt for the offer before award. If this solicitation is an invitation for bids, bids may be withdrawn at any time prior to bid opening.

## **7. Contract Award**

(a) The HA will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the HA, cost or price and other factors, specified elsewhere in this solicitation, considered.

(b) The HA may

- (1) reject any or all offers if such action is in the HA's interest,
- (2) accept other than the lowest offer,
- (3) waive informalities and minor irregularities in offers received, and (4) award more than one contract for all or part of the requirements stated.

(c) If this solicitation is a request for proposals, the HA may award a contract on the basis of initial offers received, without discussions. Therefore, each initial offer should contain the offeror's best terms from a cost or price and technical standpoint.

(d) A written award or acceptance of offer mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer shall result in a binding contract without further action by either party. If this solicitation is a request for proposals, before the offer's specified expiration time, the HA may accept an offer, whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award. Negotiations conducted after receipt of an offer do not constitute a rejection or counteroffer by the HA.

(e) Neither financial data submitted with an offer, nor representations concerning facilities or financing, will form a part of the resulting contract.

## **8. Service of Protest**

Any protest against the award of a contract pursuant to this solicitation shall be served on the HA by obtaining written and dated acknowledgment of receipt from the HA at the address shown on the cover of this solicitation. The determination of the HA with regard to such protest or to proceed to award notwithstanding such protest shall be final unless appealed by the protestor.

## **9. Offer Submission**

Offers shall be submitted as follows and shall be enclosed in a sealed envelope and addressed to the office specified in the solicitation. The proposal shall show **the hour and date specified in the solicitation for receipt, the solicitation number, and the name and address of the offeror, on the face of the envelope.**

It is very important that the offer be properly identified on the face of the envelope as set forth above in order to insure that the date and time of receipt is stamped on the face of the offer envelope. Receiving procedures are: date and time stamp those envelopes identified as proposals and deliver them immediately to the appropriate contracting official, and only date stamp those envelopes which do not contain identification of the contents and deliver them to the appropriate procuring activity only through the routine mail delivery procedure.

[Describe bid or proposal preparation instructions here:]



# Certifications and Representations of Offerors

## Non-Construction Contract

### U.S. Department of Housing and Urban Development Office of Public and Indian Housing

Public reporting burden for this collection of information is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

This form includes clauses required by OMB's common rule on bidding/offering procedures, implemented by HUD in 24 CFR 85.36, and those requirements set forth in Executive Order 11625 for small, minority, women-owned businesses, and certifications for independent price determination, and conflict of interest. The form is required for nonconstruction contracts awarded by Housing Agencies (HAs). The form is used by bidders/offers to certify to the HA's Contracting Officer for contract compliance. If the form were not used, HAs would be unable to enforce their contracts. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

### 1. Contingent Fee Representation and Agreement

(a) The bidder/offeror represents and certifies as part of its bid/offer that, except for full-time bona fide employees working solely for the bidder/offeror, the bidder/offeror:

- (1) ☐ has, ☐ has not employed or retained any person or company to solicit or obtain this contract; and
- (2) ☐ has, ☐ has not paid or agreed to pay to any person or company employed or retained to solicit or obtain this contract any commission, percentage, brokerage, or other fee contingent upon or resulting from the award of this contract.

(b) If the answer to either (a)(1) or (a) (2) above is affirmative, the bidder/offeror shall make an immediate and full written disclosure to the PHA Contracting Officer.

(c) Any misrepresentation by the bidder/offeror shall give the PHA the right to (1) terminate the resultant contract; (2) at its discretion, to deduct from contract payments the amount of any commission, percentage, brokerage, or other contingent fee; or (3) take other remedy pursuant to the contract.

### 2. Small, Minority, Women-Owned Business Concern Representation

The bidder/offeror represents and certifies as part of its bid/offer that it:

- (a) ☐ is, ☐ is not a small business concern. "Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding, and qualified as a small business under the criteria and size standards in 13 CFR 121.
- (b) ☐ is, ☐ is not a women-owned small business concern. "Women-owned," as used in this provision, means a small business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.
- (c) ☐ is, ☐ is not a minority enterprise which, pursuant to Executive Order 11625, is defined as a business which is at least 51 percent owned by one or more minority group members or, in the case of a publicly owned business, at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily operations are controlled by one or more such individuals.

For the purpose of this definition, minority group members are:

(Check the block applicable to you)

- |   |   |
|---|---|
| <input type="checkbox"/> Black Americans    | <input type="checkbox"/> Asian Pacific Americans  |
| <input type="checkbox"/> Hispanic Americans | <input type="checkbox"/> Asian Indian Americans   |
| <input type="checkbox"/> Native Americans   | <input type="checkbox"/> Hasidic Jewish Americans |

### 3. Certificate of Independent Price Determination

(a) The bidder/offeror certifies that—

- (1) The prices in this bid/offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder/offeror or competitor relating to (i) those prices, (ii) the intention to submit a bid/offer, or (iii) the methods or factors used to calculate the prices offered;
- (2) The prices in this bid/offer have not been and will not be knowingly disclosed by the bidder/offeror, directly or indirectly, to any other bidder/offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and
- (3) No attempt has been made or will be made by the bidder/offeror to induce any other concern to submit or not to submit a bid/offer for the purpose of restricting competition.

(b) Each signature on the bid/offer is considered to be a certification by the signatory that the signatory:

- (1) Is the person in the bidder/offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or
- (2) (i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above (insert full name of person(s) in the bidder/offeror's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the bidder/offeror's organization);  
(ii) As an authorized agent, does certify that the principals named in subdivision (b)(2)(i) above have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and

(iii) As an agent, has not personally participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above.

- (c) If the bidder/offeror deletes or modifies subparagraph (a)2 above, the bidder/offeror must furnish with its bid/offer a signed statement setting forth in detail the circumstances of the disclosure.

#### 4. Organizational Conflicts of Interest Certification

- (a) The Contractor warrants that to the best of its knowledge and belief and except as otherwise disclosed, it does not have any organizational conflict of interest which is defined as a situation in which the nature of work under a proposed contract and a prospective contractor's organizational, financial, contractual or other interest are such that:
- (i) Award of the contract may result in an unfair competitive advantage;
  - (ii) The Contractor's objectivity in performing the contract work may be impaired; or
  - (iii) That the Contractor has disclosed all relevant information and requested the HA to make a determination with respect to this Contract.
- (b) The Contractor agrees that if after award he or she discovers an organizational conflict of interest with respect to this contract, he or she shall make an immediate and full disclosure in writing to the HA which shall include a description of the action which the Contractor has taken or intends to eliminate or neutralize the conflict. The HA may, however, terminate the Contract for the convenience of HA if it would be in the best interest of HA.
- (c) In the event the Contractor was aware of an organizational conflict of interest before the award of this Contract and intentionally did not disclose the conflict to the HA, the HA may terminate the Contract for default.
- (d) The Contractor shall require a disclosure or representation from subcontractors and consultants who may be in a position to influence the advice or assistance rendered to the HA and shall include any necessary provisions to eliminate or neutralize conflicts of interest in consultant agreements or subcontracts involving performance or work under this Contract.

#### 5. Authorized Negotiators (RFPs only)

The offeror represents that the following persons are authorized to negotiate on its behalf with the PHA in connection with this request for proposals: (list names, titles, and telephone numbers of the authorized negotiators):

#### 6. Conflict of Interest

In the absence of any actual or apparent conflict, the offeror, by submission of a proposal, hereby warrants that to the best of its knowledge and belief, no actual or apparent conflict of interest exists with regard to my possible performance of this procurement, as described in the clause in this solicitation titled "Organizational Conflict of Interest."

#### 7. Offeror's Signature

The offeror hereby certifies that the information contained in these certifications and representations is accurate, complete, and current.

---

Signature & Date:

---

Typed or Printed Name:

---

Title:

---

# Certification for a Drug-Free Workplace

U.S. Department of Housing  
and Urban Development

Applicant Name

Program/Activity Receiving Federal Grant Funding

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

**2. Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here ☐ if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.  
**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Title

Signature

Date

X

<b>The Housing Authority of the City of Lakeland</b>	<b>SECTION 3 BUSINESS FORM</b>
Company Name:	Employer (IRS) No:
Address:	Type of Business: <input type="checkbox"/> Minority-Owned Business <input type="checkbox"/> Woman-Owned Business
<p><b>THE CONTRACTOR REPRESENTS AND CERTIFIES THAT IT IS QUALIFIED AS:</b></p> <p><b><input type="checkbox"/> A SECTION 3 BUSINESS SINCE</b></p> <p><i>(Please check all of the following that apply to your business.)</i></p> <p><input type="checkbox"/> 51% or more is owned by Section 3 residents.*</p> <p><input type="checkbox"/> at least, 30% of its permanent full-time employees are current Section 3 residents* or were Section 3 residents within 3 years of the date of first employment with the business.</p> <p><input type="checkbox"/> it provided evidence of a commitment to subcontract in excess of 25 percent of the dollar award of all subcontracts to be awarded to business that meet the qualifications set forth in the two previous categories.</p> <p style="text-align: center;"><b><u>OR</u></b></p> <p><b><input type="checkbox"/> NOT A SECTION 3 BUSINESS</b>, but who has and will continue to seek compliance with Section 3 by certifying its efforts to award subcontracts to Section 3 concerns.</p>	

\* A Section 3 resident is defined as a Public Housing resident or an individual who resides in the within Polk County and whose family income is below the following income limits:

<b>Persons in Household:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
<b>Very Low-Income:</b>	<b>\$18,150</b>	<b>\$20,750</b>	<b>\$23,350</b>	<b>\$25,900</b>	<b>\$28,000</b>	<b>\$30,050</b>	<b>\$32,150</b>	<b>\$34,200</b>

Date:	Under penalty of law, I hereby certify that to the best of my knowledge and belief that the information provided in this document is true and correct.
	<div> Printed Name of Authorized Official: Signature: </div>

06-04-13

## NON-COLLUSION CERTIFICATION

re: ***Remote Audio/Video Surveillance Systems for  
Dakota Park Apartments, WestLake Apartments, The Manor at Washington  
Ridge, and the LHA Administration Building***

The undersigned states that he/she is fully authorized by the entity indicated below to certify that:

- That this proposal or bid is made without collusion or fraud with any other person, firm, or corporation making a proposal or bid for the same purpose.
- That no officer or employee or person whose salary is paid, in whole or in part, from the Housing Authority of the City of Lakeland is, shall be, or will become interested, directly or indirectly, surety or otherwise: in this proposal or bid; in the performance of the contract; in the supplies, materials, equipment, and services or labor to which they relate; or in any portion of the profits thereof.

By signing this form, the undersigned affirms that said proposal or bid is, in all respects, fair and without collusion or fraud.

Name of Entity: \_\_\_\_\_

Authorized Signature/Date: \_\_\_\_\_

Printed Name of Signer: \_\_\_\_\_

Title of Signer: \_\_\_\_\_

Corporate Seal, *if appropriate*

***Note:*** Failure to complete this statement as presented may result in the bid or proposal being rejected.

## PUBLIC ENTITY CRIMES STATEMENT

re: ***Remote Audio/Video Surveillance Systems for  
Dakota Park Apartments, WestLake Apartments, The Manor at Washington  
Ridge, and the LHA Administration Building***

By signing this form, the *Proposer* certifies that it is not currently debarred, suspended, or excluded from or for participation in Federal assistance programs in accordance with: Executive Order 12549, Debarment and Suspension, 45 CFR 1183.35; HUD regulations, 24 CFR 24; or by other federal agencies.

The *Proposer* also certifies that it is in compliance with Section 287.133, Florida Statutes, as it relates to Public Entity crimes. More specifically, the *Proposer* certifies that it acknowledges and it is in compliance with the following:

A person or an affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section [287.017](#), F.S. for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

Name of Entity: \_\_\_\_\_

Authorized Signature/Date: \_\_\_\_\_

Printed Name of Signer: \_\_\_\_\_

Title of Signer: \_\_\_\_\_

Corporate Seal, *if appropriate*

***Note:*** Failure to complete this statement as presented may result in the bid or proposal being rejected.